

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

## NOTICE OF STA BOARD MEETING

NOTICE IS HEREBY GIVEN by the Board of Directors of the Spokane Transit Authority of Spokane County, Washington, that the Board will hold a meeting at 1:30 p.m. on Thursday, July 16, 2026, in the Spokane Transit Boardroom, 1230 West Boone Avenue, Spokane Washington. A virtual video conference option is available, and the joining information is listed below.

NOTICE IS FURTHER GIVEN that business to be discussed and/or action taken shall be in accordance with the attached agenda, which is also on file at the STA Administrative Offices.

THE MEETING SHALL BE OPEN TO THE PUBLIC.

BY ORDER OF THE STA BOARD OF DIRECTORS.

DATED THIS 9th DAY OF JULY 2026.



Dana Infalt  
Clerk of the Authority  
Sr. Executive Assistant to the CEO  
Manager Board & Executive Support

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Optional link to join virtually: [Click this link to join the July STA Board Meeting virtually via Webex](#)

Webinar number: 2480 718 3796

Board Member password: 2026

Guest password: Guest

Join by video system - Dial [24807183796@spokanetransit.webex.com](tel:24807183796)

You can also dial 173.243.2.68 and enter your meeting number.

Join by phone +1-408-418-9388 United States Toll

Access code: 248 071 83796

*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.*



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

Approve Agenda

Meeting Date: July 16, 2026

Agenda Item: **4**

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**Presented To:** Board of Directors  
**Referral Committee:** n/a  
**Title:** APPROVE BOARD AGENDA  
**Submitted by:** Lance Speirs, STA 2026 Board Chair

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**Purpose:** For decision.  
**Recommendation:** Approve Board agenda.  
**Attachments and/or**  
**Online Links:** JULY 16, 2026, STA BOARD AGENDA

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**SUMMARY:** The STA Board Agenda is provided for the Board's consideration and approval.



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## **BOARD MEETING**

Thursday, July 16, 2026  
1:30 – 3:00 p.m.

### **STA Boardroom**

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

## **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. Employee Recognition Awards- Q2 2026 (*Nancy Williams*)
  - B. Years of Service Recognitions – Q2 2026 (*Nancy Williams*)
7. Board Action - Consent Agenda: *5 minutes*
  - A. Minutes of May 21, 2026, STA Board Meeting – Corrections/Approval
  - B. Approval of June 2026 Vouchers (*Robert Hamud*)
  - C. Public Works Contracts Under \$35,000: Final Acceptance (*Jordan Hayes-Horton*)
  - D. 2027-2032 Transit Development Plan: Finalize and Approve (Resolution) (*Emily Poole*)
  - E. Federal Transit Administration Section 5310: Call for Projects and Local Funding Match Approval (*Emily Poole*)
  - F. Community Van Pilot Program Adoption (Resolution) (*Brandon Rapez-Betty*)
  - G. Battery Electric Bus on-Route Charging; Award of Contract (*Emily Poole*)
  - H. STA Moving Forward Conclusion (Resolution) (*Emily Poole*)
  - I. Minor Fare Table Update (Resolution) (*Emily Poole*)
8. Board Action –Committee Recommendation: *15 minutes*
  - A. Facilities Master Plan Phase 2: Acceptance (Resolution) *Brandon Rapez-Betty*)
9. Board Operations Committee: *10 minutes*
  - A. Chair Report (Chair Speirs)
    - i. STA Bylaws Review: Updated Draft (*Karl Otterstrom*)
10. Planning & Development Committee: *10 minutes*
  - A. Chair Report (Kitty Klitzke)
11. Performance Monitoring & External Relations Committee: *10 minutes*
  - A. Chair Report (Tim Hattenburg)

12. CEO Report: *15 minutes*
13. Board Information – *no action or discussion*
  - A. Committee Minutes
  - B. June 2026 Sales Tax Revenue (*Robert Hamud*)
  - C. May 2026 Financial Results Summary (*Robert Hamud*)
  - D. May 2026 Operating Indicators (*Brandon Rapez-Betty*)
  - E. Division Street Bus Rapid Transit: Design and Public Outreach Update (*Emily Poole*)
  - F. Wellesley Corridor Development Plan: Analysis and Engagement Update (*Emily Poole*)
  - G. Green Transportation Grant: Project Information (*Emily Poole*)
14. Executive Session: *10 minutes (Legal Counsel)*

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.
15. New Business
16. Board Member Expressions
17. Adjourn (*Chair*)

Virtual Joining link: [Click this link to join the Webex meeting virtually](https://spokanetransit.webex.com/spokanetransit/j.php?MTID=m2419f85627e06bdaf25440538da7e5b9) or copy and paste this text in your browser: <https://spokanetransit.webex.com/spokanetransit/j.php?MTID=m2419f85627e06bdaf25440538da7e5b9>

|                                         |  |                                   |
|-----------------------------------------|--|-----------------------------------|
| Password for Board Members: <b>2026</b> |  | Password for Guests: <b>Guest</b> |
| Call-in Number: 1-408-418-9388          |  | Event #: <b>2480 718 3796</b>     |

Cable 5 Broadcast Dates and Times of July 16, 2026, Board Meeting:

|                         |            |
|-------------------------|------------|
| Saturday, July 18, 2026 | 4:00 p.m.  |
| Monday, July 20, 2026   | 10:00 a.m. |
| Tuesday, July 21, 2026  | 8:00 p.m.  |

September Committee Meetings, Wednesday:

|                                                                |            |
|----------------------------------------------------------------|------------|
| Planning & Development, September 2, 2026                      | 10:00 a.m. |
| Performance Monitoring & External Relations, September 2, 2026 | 1:30 p.m.  |
| Board Operations, September 9, 2026                            | 1:30 p.m.  |

September Board Meeting:

Thursday, September 17, 2026, 1:30 p.m. STA Boardroom, 1230 West Boone Avenue, Spokane, Washington

***There will be no Committee or Board Meetings in August***

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Public Expressions

Meeting Date: July 16, 2026

Agenda Item: **5**

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**Presented To:** Board of Directors  
**Referral Committee:** n/a  
**Title:** PUBLIC EXPRESSIONS  
**Submitted by:** n/a

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**Purpose:** Receive expressions.  
**Recommendation:** n/a  
**Attachments and/or  
Online Links:** n/a

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**SUMMARY:** At this time, the STA Board of Directors will give the public the opportunity to express comments or opinions.

Anyone attending the meeting in person wishing to speak should sign in on the sheet provided and indicate the subject of interest. Comments will be limited to three minutes per person and, if requested, answers will be provided by staff at a later date.

Anyone attending virtually and wishing to comment at the meeting should follow the directions below to sign up for Oral Public Expressions or to submit Written Public Expressions to be distributed to the board. Any written public expressions to be distributed must be submitted to the Clerk no later than the day preceding the meeting. If requested, answers will be provided by staff at a later date.

To provide **Oral Public** via telephone or computer, please complete this [form](#) and/or email your intent to provide comment to [clerk@spokanetransit.com](mailto:clerk@spokanetransit.com) to be added to the Public Expressions Speakers' list.

To provide **Written Public Expressions** to be distributed to the board, please complete this [form](#) and/or email your comments to [clerk@spokanetransit.com](mailto:clerk@spokanetransit.com).



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|                              |
|------------------------------|
| Recognitions & Presentations |
| Meeting Date: July 16, 2026  |
| Agenda Item: 6A              |

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**Presented To:** Board of Directors  
**Referral Committee:** n/a  
**Title:** EMPLOYEE RECOGNITION COMMITTEE – 2Q 2026 AWARDS  
**Submitted by:** Nancy Williams, Chief Human Resources Officer

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**Purpose:** For recognition.  
**Recommendation:** n/a  
**Attachments and/or**  
**Online Links:** 2ND QUARTER EMPLOYEE RECOGNITION WINNERS

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**SUMMARY:** The Employee Recognition Committee (ERC) reviews peer-submitted nominations recognizing employees who exemplify STA's core values of Teamwork, Respect, Accountability, Neighborliness, Service, Innovation, and Trained. Nominations provide specific examples of how employees demonstrate these values through their daily work, interactions with colleagues and customers, and contributions to organizational success.

The committee also considers additional qualities reflected in each nomination, including communication, leadership, safety, effort, problem-solving skills, creativity, and helpfulness. The quarterly award recipients represent employees whose dedication, professionalism, and commitment to STA's values have made a meaningful impact on the organization, their coworkers, and the community we serve.

The employees selected to receive ERC recognition for the quarter are listed on the following page.



## 2026 EMPLOYEE RECOGNITION WINNERS

|              |                       |                      |                                   |
|--------------|-----------------------|----------------------|-----------------------------------|
| <b>April</b> | <b>1<sup>st</sup></b> | <b>Justyn Turner</b> | Transit Officer                   |
|              | <b>2<sup>nd</sup></b> | Joe Medina           | Fixed Route Coach Operator        |
|              | <b>3<sup>rd</sup></b> | Tabitha Smith        | Customer Service Representative   |
| <b>May</b>   | <b>1<sup>st</sup></b> | <b>Nathan Mauger</b> | <b>Communications</b>             |
|              | <b>2<sup>nd</sup></b> | Steven Troup         | Fixed Route Coach Operator        |
|              | <b>3<sup>rd</sup></b> | David Sproles        | Paratransit Van Operator          |
| <b>June</b>  | <b>1<sup>st</sup></b> | <b>Gus Hernandez</b> | <b>Fixed Route Coach Operator</b> |
|              | <b>2<sup>nd</sup></b> | Nancy Wallace        | Fixed Route Coach Operator        |
|              | <b>3<sup>rd</sup></b> | James Mitchell       | Fixed Route Coach Operator        |



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## Recognitions & Presentations

Meeting Date: July 16, 2026

Agenda Item: **6B**

**Presented To:** Board of Directors  
**Referral Committee:** n/a  
**Title:** YEARS OF SERVICE AWARDS – 2Q 2026  
**Submitted by:** Nancy Williams, Chief Human Resources Officer

**Purpose:** For recognition.

**Recommendation:** n/a

**Attachments and/or**

**Online Links:** n/a

**SUMMARY:** On a quarterly basis, Spokane Transit Authority recognizes employees who have reached significant years-of-service milestones in their careers. The employees listed below have achieved these milestones through their dedicated service and commitment to STA's mission, values, and the community we serve. STA and the Board of Directors sincerely thank them for their contributions and congratulate them on their years-of-service achievements.

| <b><u>30 Years</u></b>                                                            | <b><u>15 Years</u></b>                              | <b><u>5 Years</u></b>                              |
|-----------------------------------------------------------------------------------|-----------------------------------------------------|----------------------------------------------------|
| <u>Paratransit Next Day Scheduler</u><br>Linda Hansen                             | <u>Finance Analyst</u><br>Shawna Manion             | <u>Fixed Route Operator</u><br>Zackary Ray         |
| <u>Associate Building Maintenance Specialist</u><br>Matthew Smith                 | <u>Custodian</u><br>Darrell Sather                  | <u>General Repair Technician</u><br>Michael Nelson |
| <b><u>20 Years</u></b>                                                            | <b><u>10 Years</u></b>                              | <u>Welder</u><br>David Mattison                    |
| <u>Fixed Route Operator</u><br>Nicholas Jacketta<br>Trevor Ribic<br>Joseph Taylor | <u>Paratransit Van Operator</u><br>Daniel McMichael | <u>Cleaner</u><br>Ronald Pritchett                 |
| <u>Customer Service Representative</u><br>Autumn Estes                            | <u>System Security Specialist</u><br>Jeffrey Hansen |                                                    |
|                                                                                   | <u>Facilities Laborer</u><br>Edward Zambrano        |                                                    |





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|                             |
|-----------------------------|
| Board Action-Consent Agenda |
| Meeting Date: July 16, 2026 |
| Agenda Item: 7A             |

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**Presented To:** Board of Directors  
**Referral Committee:** n/a  
**Title:** MINUTES OF JUNE 18, 2026, STA BOARD MEETING  
**Submitted by:** Dana Infalt, Clerk of the Board

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**Purpose:** For decision.  
**Recommendation:** Corrections/Approval of STA Board Meeting Minutes  
**Attachments and/or**  
**Online Links:** JUNE 18, 2026 STA BOARD MEETING MINUTES

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**SUMMARY:** The minutes of the June 18, 2026, STA Board meeting are attached for corrections and/or approval.

## **STA BOARD MEETING**

Minutes of June 18, 2026, Meeting  
*STA Boardroom with Virtual Joining Option*

### **MEMBERS PRESENT**

Lance Speirs, Small Cities Medical Lake, *Chair*  
Pam Haley, City of Spokane Valley  
Josh Kerns, Spokane County (*Virtual*)  
Kitty Klitzke, City of Spokane  
Sarah Dixit, City of Spokane (*Virtual*)  
Tim Hattenburg, City of Spokane Valley  
Zack Zappone, City of Spokane  
Michael Cathcart, City of Spokane  
Dan Dunne, Small Cities Liberty Lake ex-officio  
Dan Sander, Small Cities Millwood-ex-officio  
Elsa Martin, Small Cities Cheney-ex-officio (*Virtual*)  
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  
Nancy Williams, Chief Human Resources Officer  
Robert Hamud, Chief Financial Officer  
Dana Infalt, Clerk of the Authority

### **PROVIDING LEGAL COUNSEL**

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

### **STAFF ABSENT**

Kade Peterson, Chief Information Officer

- 
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 – There were no excused absences requested.
  4. Approve Board Agenda – Chair Speirs advised an updated agenda had been provided to the board with an additional topic for discussion at the Executive Session.  
**Council Member Haley moved to approve the Board Agenda as updated. Deputy Mayor 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.

Emily Cameron, president & CEO of Downtown Spokane Partnership spoke in favor of agenda item 8H. Downtown Lease agreement.

Zenthia P, offered their expressions to thank staff and the board members for their work on the ballot initiative.

Jeff Thomas spoke regarding his concerns of the Division Bus Rapid Transit plans.

6. Public Hearing

A. 2027-2032 Transit Development Plan: Complete Draft

The Chair opened the Public Hearing at 1:44 pm.

Ms. Poole presented a review of the TDP project timeline, the hierarchy of STA plans, and the organizational structure of TDP sections. She clarified that the 2027-2029 Service Improvement Program (SIP) directly implements *Connect 2035* initiatives related to service enhancements while the 2027-2032 Capital Improvement Program (CIP) funds the physical infrastructure projects outlined in *Connect 2035*. She shared information on the themes of the 2027-2029 SIP, a 2029 conceptual Fixed Route network, and the breakdown of the \$392,528,834 in the 2027-2032 Capital Improvement Program (CIP) by program category. Ms. Poole noted that *Connect 2035* projects make up 69% of the total CIP (\$271,679,454), which includes Division Bus Rapid Transit (BRT) included in the High-Performance Transit (HPT) category.

As requested by the Planning & Development (P&D) committee, additional outreach was undertaken and Ms. Poole provided details on the Homeless Coalition and Spokane Public Schools outreach prior to reviewing the list of completed outreaches conducted between April and June 2026.

Ms. Poole noted the draft 2027-2032 Transit Development Plan is available on STA's website.

She completed her presentation reviewing next steps which include staff bringing the proposed plan for recommendation of adoption to the Board by the P&D committee at their July 1 meeting, and then the Board for approval at the July 16, 2026 meeting.

Brief discussion ensued prior to the Chair opening the floor for public comments.

The Chair called three times for Public Hearing comments from anyone in person or attending virtually. There were none.

The Chair closed the public hearing at 1:57 pm.

7. Recognitions and Presentations

- A. Mr. Rapez-Betty recognized Amy Weber, Paratransit Next Day Scheduler, and congratulated her on her retirement. He thanked Ms. Weber for her 27-year career with STA and wished her the best in retirement.

8. Board Action - Consent Agenda

**Council Member Haley moved to approve the Board Consent Agenda items 8A through 8J. Deputy Mayor Hattenburg seconded and the motion passed unanimously**

- A. Minutes of May 21, 2026, STA Board Meeting – Corrections/Approval  
B. Approval of May 2026 Vouchers – Approve claims as listed

| DESCRIPTION                     | VOUCHER/ACH NUMBERS  | AMOUNT                  |
|---------------------------------|----------------------|-------------------------|
| Accounts Payable Vouchers (May) | Nos. 637658 – 638162 | \$ 8,533,413.45         |
| Worker's Comp Vouchers (May)    | ACH – 2286           | \$ 115,796.58           |
| Payroll 05/01/2026              | ACH – 05/01/2026     | \$ 3,065,793.77         |
| Payroll 05/15/2026              | ACH – 05/15/2026     | \$ 2,517,451.50         |
| Payroll 05/29/2026              | ACH – 05/29/2026     | \$ 2,498,052.18         |
| WA State – DOR (Excise Tax)     | ACH – 1767           | \$ 8,276.38             |
| WA State – DOR (Leasehold Tax)  | ACH – 1767           | \$ 2,299.98             |
| <b>MAY TOTAL</b>                |                      | <b>\$ 16,741,083.84</b> |

- 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 |
|---------------------------------|---------------------------------------------------|------------------------------------------------|--------------------------------|-----------------------------------------|
| 20260797                        | Plaza – Replace Stairwell Door & Frame            | Elite Entry Systems, LLC                       | \$8,198.87                     | 4/21/2026                               |
| 20261034                        | S Boone Generator Service – Kohler & CAT          | Western States Equipment                       | \$2,706.67                     | 5/13/2026                               |
| 20261047                        | Air Duct Cleaning: HC-14, HC-14 and Sanding Booth | CleanCo Carpet Window & Air Duct Cleaning, LLC | \$9,955.38                     | 5/15/2026                               |
| 20260084                        | Annual Chiller Inspection & Service               | Applied Industrial Systems, LLC                | \$5,262.98                     | 5/20/2026                               |
| 20260153                        | Chiller Non-Destructive Tube Testing              | Applied Industrial Systems, LLC                | \$7,495.17                     | 5/21/2026                               |
| 20261201                        | Data Drops - Security Ops P262                    | Arctic Lighting & Electric, LLC                | \$1,963.80                     | 6/1/2026                                |

- D. Route 23 Segment Improvements-Phase 1: Final Acceptance - Approved, by motion, acceptance of the contract with Go Green Concrete, LLC for the Route 23 Segment Improvements - Phase 1 project as complete and authorize release of retainage security subject to the receipt of such certificates and releases as are required by law
- E. Boone NW Garage Central Control & Monitoring: Final Acceptance - Approved, by motion, acceptance of the contract with ATS Inland NW for the Boone NW Garage Central Control & Monitoring project as complete and authorize release of retainage security subject to the receipt of such certificates and releases as are required by law.
- F. Valley Transit Center Security Camera Upgrade: Final Acceptance - Approved, by motion, acceptance of the contract with Everon, LLC for the Valley Transit Center Security Camera Upgrade project as complete and authorize release of retainage security subject to the receipt of such certificates and releases as are required by law
- G. West Plains Transit Center Security Camera Upgrade: Final Acceptance - Approved, by motion, acceptance of the contract with Everon, LLC for the West Plains Transit Center Security Camera Upgrade project as complete and authorize release of retainage security subject to the receipt of such certificates and releases as are required by law.
- H. Downtown Office Lease Agreement - Approved, by motion, the CEO to negotiate and execute all documents necessary to secure a downtown office lease agreement for 601 W. Riverside Avenue with Redstone Group, LLC for up to 92 months and for an amount not to exceed \$3,833,529 plus tenant operating expenses.
- I. Mobility on Demand Pilot Service Operations: Award of Contract - Approved, by motion, the award of contract for Mobility on Demand Pilot Services Operations and authorize the CEO to execute a three-year contract with Direct Medical Transportation, Inc. with an optional three-year extension, for a total estimated cost of \$6,675,160
- J. Demand Response Transit Software: Award of Contract - Approved, by motion, the award of contract for Demand Response Transit Software and authorize the CEO to execute a five-year contract with Spare Labs, Inc. for a total estimated cost of \$2,333,000

9. Board Action – Other - There were no items presented.

10. Board Operations Committee

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

11. Planning & Development Committee

- A. Chair Report – Ms. Klitzke gave a brief review of topics covered, most of which were approved under the consent agenda above. She advised they received a report on the Facilities Master Plan that Mr. Rapez-Betty would provide to the Board today.

- i. Facilities Master Plan (FMP) -Phase 2: Capital Program Update – Mr. Rapez-Betty reminded everyone of the FMP Phase 1 acceptance by the Board in June 2025 and provided background on the FMP Phase 2 which began in July 2025. He noted changes from the Phase 1 plan and provided information on the essential facility projects with estimated planning level cost ranges and timing. He shared details of the Plaza Renovation, Training Course construction, Fixed Route Operations Center, and the Paratransit & Rideshare operations base.

Mr. Rapez-Betty provided the final FMP Report and approximate schedule before offering to answer questions. There were none.

12. Performance Monitoring & External Relations Committee

- A. Chair Report – Mr. Hattenburg noted the topics discussed and recommended at the PMER meeting in June before asking Mr. Rapez-Betty to provide a briefing on the performance measures.

- i. 2026 1Q Year-to-Date Performance Measures – Mr. Rapez-Betty provided a briefing on the major performance measures for the first quarter of 2026. Topics included Preventable Accidents for Fixed Route and Paratransit, Ridership and Service Effectiveness (passengers per revenue hour), on-time performance results, supervisor ride checks, and cost efficiency in maintenance.

Brief discussion ensued.

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

Ridership for Fixed Route increased 0.8% in May 2026 vs. May 2025 and 1.3% year to date. Zero-Fare Youth ridership saw a monthly increase of 9.9% and 13.0 year-to-date. Paratransit and Rideshare saw moderate decreases in monthly ridership at -4.7% and -0.3%, respectively. Year-to-date Paratransit is down -0.6% while Rideshare is up 6.0%. Mr. Otterstrom advised there was one less weekday in May 2026 than 2025 and noted average weekday ridership was up 3.4% in 2026.

Voter-approved sale tax revenue for May (March 2026 sales) was 3.0% above budget

Monthly Fare Revenue by Service Type was shared – \$707,444 total fare revenue for May. Revenue - Fixed Route \$631,612; Paratransit \$47,270; and Rideshare \$28,562)

STA Roade was held at the STA Ballpark property on May 30<sup>th</sup>. Staffed by STA volunteers and attended by employees and their families. He thanked Deputy Mayor Hattenburg for coming out. Winners of the Fixed Route and Paratransit competitions, as well as the Maverick divisions were announced.

STA provided 489 rides to and from Fairchild Airforce Base Skyfest on Saturday, June 6<sup>th</sup> and 355 rides on Sunday, June 7<sup>th</sup>, for a total of 844 rides.

STA participated in the June 13<sup>th</sup> Pride Parade downtown. A photo of the group was shared.

A monthly and year-to-date breakdown of Fixed Route diesel and battery-electric costs was provided, as well as a cost comparison without battery electric buses, and a Fixed Route Fuel cost per mile breakdown graph. The battery electric bus carbon credit performance was also provided for Q4 2025.

Hoopfest service will be provided June 27<sup>th</sup> and 28<sup>th</sup>. Regular bus service, the Jefferson Hoop Shuttle, and City Line services will all get folks downtown. Free parking at Jefferson and University District lots and riders can ride all day for \$2.00 on City Line and Jefferson Shuttle. Of note, regular bus service downtown will be on detour. Complete details on STA's website

[www.spokanetransit.com/hoopfest-service](http://www.spokanetransit.com/hoopfest-service)

Summer of Soccer is in full swing with expanded service on Routes 1, 7, and 63; Fan Zone days June 19 and July 19.

*Connect 2035* Goal 1 included six MOD Pilots throughout the region; an Award of Contract to Direct Medical Transportation (DMT) for operations and Spare Labs Inc. for demand response software ensures launch of the first two pilot zones in fall 2026. A concept vehicle design was shared, along with additional information about the service, which will be known as STA Link.

STA Board Budget & Action Plan Workshop will be held on July 8, 2026 at 11:45am.

#### 14. Board Information

- A. Committee Minutes
- B. May 2026 Sales Tax Revenue
- C. April 2026 Financial Results Summary
- D. April 2026 Operating Indicators
- E. Five Mile Mobility Hub Study Project: Update
- F. 2026 Community Perception Survey Results Summary
- G. Opportunity Fare Program Update

#### 15. Executive Session

The Board adjourned to Executive Session at 2:45 for the purpose of discussing, planning, or adopting the strategy or position to be taken during the course of ongoing collective bargaining, and pursuant to RCW 42.30.110(1)(i) - to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or 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. There is no action expected.

At 2:45 the Board requested an additional 10 minutes.

At 2:55, the Board returned to open session. There was no action as a result of the executive session.

16. New Business – Ms. Dixit brought up the Opportunity Fare qualifications. She advised that looking back, it seems restrictive if food assistance is the only option to qualify. She asked the PMER Committee to review. Mr. Zappone reported a lively discussion at PMER requesting staff to look into allowing more options for the qualification than “basic food.”

17. Board Member Expressions – There were none provided

18. Adjourn - With there being no further business to come before the board, the chair adjourned the meeting at 2:58 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Dana Infalt". The signature is written in black ink and is positioned above the printed name and title.

Dana Infalt  
Clerk of the Authority



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

Board Action-Consent Agenda

Meeting Date: July 16, 2026

Agenda Item: **7B**

**Presented To:** Board of Directors  
**Referral Committee:** n/a  
**Title:** JUNE 2026 VOUCHERS  
**Submitted by:** Robert Hamud, Chief Financial Officer

**Purpose:** For decision.  
**Recommendation:** Approve claims as listed below.  
**Attachments and/or**  
**Online Links:** JUNE 2026 DISBURSEMENTS

**SUMMARY:** The following warrants and ACH transfers for the period of June 1 through 30, 2026, have been audited and processed for payment by the Finance Department in accordance with RCW 42.24.080 and are hereby recommended for STA Board approval. Supporting invoices are in the Finance Department for review.

| 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             |
|                                  |                      |                         |
| <b>JUNE TOTAL</b>                |                      | <b>\$ 12,686,692.79</b> |

Certified:

**Signature:** Tammy Johnston  
Tammy Johnston (Jul 6, 2026 08:51:20 PDT)

**Email:** [tjohnston@spokanetransit.com](mailto:tjohnston@spokanetransit.com)

Tammy Johnston  
Director of Financial Services

This certifies that the above vouchers have been audited and certified as required by RCW 42.24.080

**Signature:** Robert Hamud

**Email:** [rhamud@spokanetransit.com](mailto:rhamud@spokanetransit.com)

Robert Hamud  
Chief Financial Officer  
(Auditing Officer)



Spokane Transit Authority  
Vouchers - June 2026

| <u>Check Date</u> | <u>Check #</u> | <u>Payee</u>                                  | <u>Reference</u> | <u>Amount</u> |
|-------------------|----------------|-----------------------------------------------|------------------|---------------|
| 05/29/2026        | 638153         | VOITH                                         | 2460             | (919.93)      |
| 06/01/2026        | 638163         | ICCU, C/O BLACK REALTY MANAGEMENT, INC        | 3102             | 4,209.00      |
| 06/05/2026        | 638164         | ASH & ROWAN HARDWARE LLC                      | 2278             | 13.72         |
| 06/05/2026        | 638165         | ALINTRIC RENEWALS                             | 3114             | 4,350.00      |
| 06/05/2026        | 638166         | AMAZON CAPITAL SERVICES INC                   | 2098             | 2,219.04      |
| 06/05/2026        | 638167         | NORTHWEST INDUSTRIAL SERVICES LLC             | 1058             | 578.18        |
| 06/05/2026        | 638168         | APS INC                                       | 1841             | 157.10        |
| 06/05/2026        | 638169         | ARCTIC LIGHTING & ELECTRIC LLC                | 2100             | 1,693.80      |
| 06/05/2026        | 638170         | ATS INLAND NW LLC                             | 1916             | 4,652.15      |
| 06/05/2026        | 638171         | NAF FAIRCHILD AFB                             | 1466             | 44.45         |
| 06/05/2026        | 638172         | BOSTON CONSULTING INC                         | 2607             | 170.20        |
| 06/05/2026        | 638173         | BRAND BOOST PRINTS                            | 3105             | 832.65        |
| 06/05/2026        | 638174         | THE BRAUN CORPORATION                         | 1117             | 101.44        |
| 06/05/2026        | 638175         | BUDINGER & ASSOCIATES INC                     | 2149             | 18,777.82     |
| 06/05/2026        | 638176         | LITHIA MOTORS SUPPORT SERVICES                | 1024             | 589.46        |
| 06/05/2026        | 638177         | CANON FINANCIAL SERVICES INC                  | 1154             | 1,728.06      |
| 06/05/2026        | 638178         | CDW-GOVERNMENT                                | 1132             | 23,322.65     |
| 06/05/2026        | 638179         | QWEST CORPORATION                             | 1148             | 164.00        |
| 06/05/2026        | 638180         | CITY OF SPOKANE                               | 1601             | 12,423.87     |
| 06/05/2026        | 638181         | CLEANCO CARPET WINDOW & AIR DUCT CLEANING LLC | 2781             | 9,042.88      |
| 06/05/2026        | 638182         | COFFMAN ENGINEERS INC                         | 1162             | 55,410.64     |
| 06/05/2026        | 638183         | COLEMAN OIL COMPANY LLC.                      | 2683             | 147,796.16    |
| 06/05/2026        | 638184         | COMCAST                                       | 1170             | 2,078.11      |
| 06/05/2026        | 638185         | COMMERCIAL TIRE                               | 2451             | 4,880.80      |
| 06/05/2026        | 638186         | COMPUNET INC                                  | 1166             | 10,792.24     |
| 06/05/2026        | 638187         | CONNECTPOINT, INC                             | 3053             | 4,200.00      |
| 06/05/2026        | 638188         | CONSEAL CONTAINERS LLC                        | 1176             | 398.15        |
| 06/05/2026        | 638189         | CUMMINS INC                                   | 1027             | 2,120.11      |
| 06/05/2026        | 638190         | D-MCP CONSTRUCTION LLC                        | 2536             | 49,628.24     |
| 06/05/2026        | 638191         | DELTA KITS INC.                               | 2771             | 71.96         |
| 06/05/2026        | 638192         | DOW JONES & COMPANY                           | 2698             | 198.56        |
| 06/05/2026        | 638193         | DRIVENTIC LLC                                 | 3051             | 372.43        |
| 06/05/2026        | 638194         | LESLIE ENTERPRISES INC                        | 1891             | 1,700.00      |
| 06/05/2026        | 638195         | EDEN ADVANCED PEST TECHNOLOGIES               | 2428             | 190.93        |
| 06/05/2026        | 638196         | EL JAY OIL CO INC                             | 1003             | 1,659.74      |
| 06/05/2026        | 638197         | EVERON, LLC                                   | 2951             | 8,836.32      |
| 06/05/2026        | 638198         | FASTENAL COMPANY                              | 1249             | 3,614.46      |
| 06/05/2026        | 638199         | FIRST TRANSIT INC                             | 2430             | 635,437.37    |
| 06/05/2026        | 638200         | BUSINESS INTERIORS OF IDAHO                   | 2715             | 717.23        |
| 06/05/2026        | 638201         | FEDEX                                         | 1808             | 168.68        |
| 06/05/2026        | 638202         | FREIGHTLINER NORTHWEST                        | 1018             | 13,187.87     |
| 06/05/2026        | 638203         | GALLS PARENT HOLDINGS LLC                     | 1271             | 1,238.74      |
| 06/05/2026        | 638204         | GENFARE LLC                                   | 1268             | 735.69        |
| 06/05/2026        | 638205         | GILLIG LLC                                    | 1279             | 13,912.41     |
| 06/05/2026        | 638206         | W.W. GRAINGER INC                             | 1285             | 1,628.15      |
| 06/05/2026        | 638207         | IDAHO STATE TAX COMMISSION                    | 2504             | 9,956.95      |
| 06/05/2026        | 638208         | INIT INNOVATIONS IN TRANSPORTATION INC        | 2392             | 1,091.00      |
| 06/05/2026        | 638209         | NW SOLAR PROTECTION                           | 2981             | 3,612.23      |
| 06/05/2026        | 638210         | JENNIFER ZIEGLER PUBLIC AFFAIRS CONSULTING    | 3072             | 6,500.00      |
| 06/05/2026        | 638211         | KATHRYN LYNN HOLMES                           | 3069             | 3,654.00      |
| 06/05/2026        | 638212         | LHB INC                                       | 2821             | 3,348.28      |
| 06/05/2026        | 638213         | LOOMIS ARMORED US LLC                         | 1408             | 1,322.73      |
| 06/05/2026        | 638214         | LOWE'S COMPANIES, INC                         | 2913             | 443.10        |
| 06/05/2026        | 638215         | MAGALDI & MAGALDI INC                         | 1416             | 946.60        |
| 06/05/2026        | 638216         | Q49 SOLUTIONS LLC                             | 2594             | 50.18         |
| 06/05/2026        | 638217         | MOHAWK MANUFACTURING & SUPPLY CO              | 1011             | 1,060.62      |
| 06/05/2026        | 638218         | MOTION AUTO SUPPLY INC                        | 1012             | 2,331.15      |
| 06/05/2026        | 638219         | MOTOROLA SOLUTIONS INC                        | 1448             | 793.16        |
| 06/05/2026        | 638220         | BLACK REALTY MANAGEMENT INC                   | 1658             | 23,203.07     |
| 06/05/2026        | 638221         | NAPA AUTO PARTS INC                           | 1014             | 5,133.30      |
| 06/05/2026        | 638222         | LEGEND INVESTMENTS INC                        | 1454             | 4,746.95      |
| 06/05/2026        | 638223         | THE AFTERMARKET PARTS COMPANY LLC             | 1015             | 17,983.07     |
| 06/05/2026        | 638224         | CSWW INC                                      | 1102             | 335.09        |
| 06/05/2026        | 638225         | NORTHWEST LIFT & EQUIPMENT LLC                | 1952             | 1,473.90      |
| 06/05/2026        | 638226         | NORTHWEST INTERPRETERS INC.                   | 2712             | 140.58        |
| 06/05/2026        | 638227         | NW UNITY                                      | 3022             | 125.00        |
| 06/05/2026        | 638228         | OFFICE DEPOT INC                              | 1483             | 944.92        |
| 06/05/2026        | 638229         | OREILLY AUTO ENTERPRISES LLC                  | 3011             | 121.64        |
| 06/05/2026        | 638230         | Barrie Florko                                 | 900              | 11.98         |
| 06/05/2026        | 638231         | SLICE OF SUNSHINE, LLC                        | 3132             | 4,837.30      |
| 06/05/2026        | 638232         | PARAMETRIX INC                                | 2062             | 454,481.54    |
| 06/05/2026        | 638233         | RODDA PAINT CO.                               | 2966             | 461.89        |
| 06/05/2026        | 638234         | ROMAINE ELECTRIC CORPORATION                  | 1548             | 1,333.11      |
| 06/05/2026        | 638235         | SAFETY-KLEEN SYSTEMS INC                      | 1564             | 31,341.36     |
| 06/05/2026        | 638236         | KRIS KREUTZER                                 | 2907             | 335.05        |
| 06/05/2026        | 638237         | SBA TOWERS II LLC                             | 1569             | 2,712.62      |
| 06/05/2026        | 638238         | JEFFREY S SEARS                               | 1573             | 6,215.04      |
| 06/05/2026        | 638239         | SIX ROBBLEES INC                              | 1017             | 1,493.85      |

| <u>Check Date</u> | <u>Check #</u> | <u>Payee</u>                                       | <u>Reference</u> | <u>Amount</u> |
|-------------------|----------------|----------------------------------------------------|------------------|---------------|
| 06/05/2026        | 638240         | SPOKANE HARDWARE SUPPLY                            | 1604             | 7,924.74      |
| 06/05/2026        | 638241         | SPOKANE HOUSE OF HOSE INC                          | 1605             | 156.09        |
| 06/05/2026        | 638242         | THE SPOKESMAN REVIEW                               | 1616             | 0.00          |
| 06/05/2026        | 638243         | SPORTWORKS GLOBAL LLC                              | 1617             | 3,567.95      |
| 06/05/2026        | 638244         | SUMMIT LAW GROUP PLLC                              | 1637             | 37,452.22     |
| 06/05/2026        | 638245         | SUN SUPPLY INC.                                    | 2710             | 719.84        |
| 06/05/2026        | 638246         | THERMO KING NORTHWEST                              | 1650             | 1,054.80      |
| 06/05/2026        | 638247         | THOMAS HAMMER COFFEE ROASTING CO. INC              | 3094             | 682.55        |
| 06/05/2026        | 638248         | UNIFIRST CORPORATION                               | 2868             | 5,400.32      |
| 06/05/2026        | 638249         | US BANK                                            | 1678             | 87,842.10     |
| 06/05/2026        | 638250         | CARACAL ENTERPRISES LLC                            | 2419             | 23.89         |
| 06/05/2026        | 638251         | VERITECH INC                                       | 2049             | 521.00        |
| 06/05/2026        | 638252         | VERIZON WIRELESS LLC                               | 1686             | 24,329.07     |
| 06/05/2026        | 638253         | WASHINGTON STATE                                   | 1704             | 20,177.30     |
| 06/05/2026        | 638254         | WALTER E NELSON CO                                 | 1721             | 1,069.44      |
| 06/05/2026        | 638255         | WESCO GROUP LLC                                    | 2368             | 2,943.63      |
| 06/05/2026        | 638256         | WEX BANK                                           | 2642             | 24,386.91     |
| 06/05/2026        | 638257         | THE W.W. WILLIAMS COMPANY                          | 2870             | 770.74        |
| 06/05/2026        | 638258         | WM. WINKLER COMPANY                                | 1752             | 8,673.20      |
| 06/05/2026        | 638259         | ZIPLINE COMMUNICATIONS INC                         | 2492             | 8,330.88      |
| 06/05/2026        | 638260         | ZIP'S AW DIRECT                                    | 2485             | 380.70        |
| 06/05/2026        | 638261         | ZOHO CORPORATION                                   | 2961             | 1,785.96      |
| 06/12/2026        | 638262         | 4IMPRINT INC                                       | 1263             | 3,980.41      |
| 06/12/2026        | 638263         | A TO Z RENTALS                                     | 1033             | 354.03        |
| 06/12/2026        | 638264         | CBS REPORTING INC                                  | 1035             | 1,221.37      |
| 06/12/2026        | 638265         | COEUR D'ALENE TRACTOR CO INC                       | 1038             | 56.57         |
| 06/12/2026        | 638266         | AFSCME                                             | 1328             | 652.97        |
| 06/12/2026        | 638267         | AFSCME                                             | 1328             | 106.00        |
| 06/12/2026        | 638268         | AIRGAS, INC                                        | 3063             | 1,744.33      |
| 06/12/2026        | 638269         | ALCOBRA METALS INC                                 | 2140             | 560.13        |
| 06/12/2026        | 638270         | AMAZON CAPITAL SERVICES INC                        | 2098             | 3,143.62      |
| 06/12/2026        | 638271         | AMERICAN LOCK & KEY LLC                            | 3119             | 31.08         |
| 06/12/2026        | 638272         | AMPD ENTERTAINMENT LLC                             | 2463             | 169.52        |
| 06/12/2026        | 638273         | APPLIED INDUSTRIAL SYSTEMS LLC                     | 2884             | 11,004.05     |
| 06/12/2026        | 638274         | APTA - WASHINGTON DC                               | 1060             | 2,498.00      |
| 06/12/2026        | 638275         | NORTHWEST CENTER SERVICES                          | 2271             | 52,795.64     |
| 06/12/2026        | 638276         | LETTERMEN'S ENERGY , INC                           | 2932             | 13.30         |
| 06/12/2026        | 638277         | AMALG TRANSIT UNION #1015                          | 1055             | 27,076.89     |
| 06/12/2026        | 638278         | AMALG TRANSIT UNION #1598                          | 1056             | 1,144.71      |
| 06/12/2026        | 638279         | AUTOMATION COMPONENTS INC.                         | 2805             | 3,965.79      |
| 06/12/2026        | 638280         | AVISTA UTILITIES                                   | 1081             | 45,098.54     |
| 06/12/2026        | 638281         | BOSTON CONSULTING INC                              | 2607             | 4,833.13      |
| 06/12/2026        | 638282         | BRAND BOOST PRINTS                                 | 3105             | 594.26        |
| 06/12/2026        | 638283         | THE BRAUN CORPORATION                              | 1117             | 108.60        |
| 06/12/2026        | 638284         | BROADWAY INDUSTRIAL SUPPLY CO LLC                  | 1120             | 51.38         |
| 06/12/2026        | 638285         | BDI                                                | 1022             | 408.34        |
| 06/12/2026        | 638286         | CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES    | 1130             | 1,620.90      |
| 06/12/2026        | 638287         | CANON FINANCIAL SERVICES INC                       | 1154             | 1,684.79      |
| 06/12/2026        | 638288         | CONSOLIDATED ELECTRICAL DISTRIBUTORS               | 1133             | 1,685.96      |
| 06/12/2026        | 638289         | CHILD SUPPORT ENFORCEMENT AGENCY                   | 1825             | 392.30        |
| 06/12/2026        | 638290         | CITY OF MEDICAL LAKE                               | 1424             | 116.42        |
| 06/12/2026        | 638291         | CITY OF SPOKANE                                    | 1601             | 1,081.31      |
| 06/12/2026        | 638292         | KELLY S SMITH JOHNSTON                             | 2946             | 250.00        |
| 06/12/2026        | 638293         | COFFMAN ENGINEERS INC                              | 1162             | 9,202.22      |
| 06/12/2026        | 638294         | CONSOLIDATED IRRIGATION                            | 1177             | 171.58        |
| 06/12/2026        | 638295         | CONTRACT LAND STAFF LLC                            | 3004             | 726.25        |
| 06/12/2026        | 638296         | WASHINGTON STATE DEPT OF CORRECTIONS               | 1708             | 1,123.73      |
| 06/12/2026        | 638297         | CUMMINS INC                                        | 1027             | 5,586.74      |
| 06/12/2026        | 638298         | DECADE AWARDS LLC                                  | 3005             | 905.14        |
| 06/12/2026        | 638299         | DEVRIES BUSINESS RECORDS MANAGEMENT INC            | 1766             | 1,043.50      |
| 06/12/2026        | 638300         | D2G GROUP LLC                                      | 2757             | 201.78        |
| 06/12/2026        | 638301         | SARAH DIXIT                                        | 3133             | 132.88        |
| 06/12/2026        | 638302         | EMPLOYEE ADVISORY COUNCIL                          | 1236             | 815.50        |
| 06/12/2026        | 638303         | EARTHWORKS RECYCLING INC.                          | 2816             | 185.00        |
| 06/12/2026        | 638304         | EL JAY OIL CO INC                                  | 1003             | 2,093.65      |
| 06/12/2026        | 638305         | EMPLOYMENT SECURITY DEPARTMENT                     | 1237             | 218.00        |
| 06/12/2026        | 638306         | ETTER MCMAHON LAMBERSON VAN WERT & ORESKOVICH P.C. | 2737             | 14,432.00     |
| 06/12/2026        | 638307         | FASTENAL COMPANY                                   | 1249             | 246.33        |
| 06/12/2026        | 638308         | FLEET EFORCE INC                                   | 2970             | 6,611.95      |
| 06/12/2026        | 638309         | FRANCOTYP-POSTALIA INC                             | 1878             | 171.80        |
| 06/12/2026        | 638310         | FP MAILING SOLUTIONS                               | 1878             | 2,000.00      |
| 06/12/2026        | 638311         | FEDEX                                              | 1808             | 139.58        |
| 06/12/2026        | 638312         | FREIGHTLINER NORTHWEST                             | 1018             | 11,703.86     |
| 06/12/2026        | 638313         | AL FRENCH                                          | 1266             | 339.85        |
| 06/12/2026        | 638314         | GALLS PARENT HOLDINGS LLC                          | 1271             | 774.58        |
| 06/12/2026        | 638315         | GILLIG LLC                                         | 1279             | 12,663.33     |
| 06/12/2026        | 638316         | H & H BUSINESS SYSTEMS                             | 1298             | 2,315.52      |
| 06/12/2026        | 638317         | HOGAN MFG INC                                      | 1008             | 437.84        |
| 06/12/2026        | 638318         | ID DEPT OF HEALTH AND WELFARE                      | 3101             | 342.70        |
| 06/12/2026        | 638319         | INLAND FIRST AID AND SAFETY                        | 2895             | 1,457.85      |
| 06/12/2026        | 638320         | JOHN A DASH & ASSOCIATES INC                       | 1199             | 420.00        |

| <u>Check Date</u> | <u>Check #</u> | <u>Payee</u>                                     | <u>Reference</u> | <u>Amount</u> |
|-------------------|----------------|--------------------------------------------------|------------------|---------------|
| 06/12/2026        | 638321         | G-A-P SUPPLY CORP                                | 1363             | 10,387.29     |
| 06/12/2026        | 638322         | KEYSTONE PEER REVIEW ORGANIZATION LLC            | 2840             | 1,528.00      |
| 06/12/2026        | 638323         | KIRK'S AUTOMOTIVE INC                            | 1007             | 1,074.76      |
| 06/12/2026        | 638324         | LEADERSHIP SPOKANE                               | 3030             | 3,600.00      |
| 06/12/2026        | 638325         | LEVEL 3 FINANCING, INC                           | 3047             | 1,666.88      |
| 06/12/2026        | 638326         | LOWE'S COMPANIES, INC                            | 2913             | 457.30        |
| 06/12/2026        | 638327         | M & L SUPPLY CO INC                              | 1413             | 139.69        |
| 06/12/2026        | 638328         | MARKIT BRANDS                                    | 2909             | 70.62         |
| 06/12/2026        | 638329         | Q49 SOLUTIONS LLC                                | 2594             | 243.30        |
| 06/12/2026        | 638330         | CREATIVE BUS SALES INC                           | 1233             | 215.53        |
| 06/12/2026        | 638331         | MODERN ELECTRIC WATER CO INC                     | 1439             | 1,932.58      |
| 06/12/2026        | 638332         | MOHAWK MANUFACTURING & SUPPLY CO                 | 1011             | 189.30        |
| 06/12/2026        | 638333         | MOTION AUTO SUPPLY INC                           | 1012             | 257.15        |
| 06/12/2026        | 638334         | MOUSER ELECTRONICS INC                           | 1449             | 20.47         |
| 06/12/2026        | 638335         | BLACK REALTY MANAGEMENT INC                      | 1658             | 850.00        |
| 06/12/2026        | 638336         | NAPA AUTO PARTS INC                              | 1014             | 2,633.24      |
| 06/12/2026        | 638337         | THE AFTERMARKET PARTS COMPANY LLC                | 1015             | 17,914.25     |
| 06/12/2026        | 638338         | CSWW INC                                         | 1102             | 174.23        |
| 06/12/2026        | 638339         | NORTHWEST BUS SALES INC                          | 2272             | 704,295.00    |
| 06/12/2026        | 638340         | OREILLY AUTO ENTERPRISES LLC                     | 3011             | 390.14        |
| 06/12/2026        | 638341         | PROVISIONAL SERVICES INC.                        | 2697             | 437.15        |
| 06/12/2026        | 638342         | MULTI SERVICE TECHNOLOGY SOLUTIONS INC           | 2146             | 503.56        |
| 06/12/2026        | 638343         | REHN & ASSOCIATES                                | 2395             | 532.00        |
| 06/12/2026        | 638344         | ROMAINE ELECTRIC CORPORATION                     | 1548             | 1,612.42      |
| 06/12/2026        | 638345         | WILPAT ENTERPRISES INC                           | 1550             | 1,085.59      |
| 06/12/2026        | 638346         | S T A - WELL                                     | 1557             | 596.50        |
| 06/12/2026        | 638347         | BECKI B COACHING, LLC                            | 2982             | 12,090.82     |
| 06/12/2026        | 638348         | THE SHERWIN-WILLIAMS CO                          | 1580             | 332.42        |
| 06/12/2026        | 638349         | SIMPLIFILE LC                                    | 2375             | 1,373.84      |
| 06/12/2026        | 638350         | LANCE SPEIRS                                     | 2911             | 324.27        |
| 06/12/2026        | 638351         | SPOKANE COUNTY ENVIRONMENTAL SERVICES            | 1603             | 622.06        |
| 06/12/2026        | 638352         | DGT ENTERPRISES LLC                              | 2670             | 17,369.65     |
| 06/12/2026        | 638353         | THE SPOKESMAN REVIEW                             | 1616             | 0.00          |
| 06/12/2026        | 638354         | SPORTWORKS GLOBAL LLC                            | 1617             | 6,204.48      |
| 06/12/2026        | 638355         | SUMMIT REHABILITATION ASSOCIATES PLLC            | 1638             | 1,530.40      |
| 06/12/2026        | 638356         | TENNANT SALES & SERVICE COMPANY                  | 1647             | 139.65        |
| 06/12/2026        | 638357         | TERMINAL SUPPLY INC                              | 1648             | 512.65        |
| 06/12/2026        | 638358         | THERMO KING NORTHWEST                            | 1650             | 467.84        |
| 06/12/2026        | 638359         | TITAN TRUCK EQUIPMENT INC                        | 1655             | 3,415.13      |
| 06/12/2026        | 638360         | TRANSIT LABOR EXCHANGE                           | 2094             | 1,100.00      |
| 06/12/2026        | 638361         | UNIFIRST CORPORATION                             | 2868             | 8,441.38      |
| 06/12/2026        | 638362         | AMERICAN FEDERATION OF STATE COUNTY 2 WA COUNCIL | 1705             | 1,675.56      |
| 06/12/2026        | 638363         | STATE OF WASHINGTON DEPARTMENT OF REVENUE        | 1767             | 286.48        |
| 06/12/2026        | 638364         | WASHINGTON STATE DEPT OF LABOR AND INDUSTRIES    | 1208             | 67.60         |
| 06/12/2026        | 638365         | APRIL WALLACE                                    | 3046             | 124.80        |
| 06/12/2026        | 638366         | WASTE MANAGEMENT SPOKANE                         | 1702             | 450.44        |
| 06/12/2026        | 638367         | WASTE MANAGEMENT RECYCLE AMERICA                 | 1702             | 483.40        |
| 06/12/2026        | 638368         | THE W.W. WILLIAMS COMPANY                        | 2870             | 626.77        |
| 06/12/2026        | 638369         | WASHINGTON STATE TRANSIT ASSOC                   | 1715             | 814.50        |
| 06/12/2026        | 638370         | ZAYO GROUP HOLDINGS INC                          | 2321             | 41,647.66     |
| 06/16/2026        | 638371         | CITY OF SPOKANE VALLEY FINANCE DEPARTMENT        | 1614             | 3,640.00      |
| 06/18/2026        | 638372         | ASH & ROWAN HARDWARE LLC                         | 2278             | 18.54         |
| 06/18/2026        | 638373         | UNIVERSAL PROTECTION SERVICE LP                  | 2338             | 121,571.22    |
| 06/18/2026        | 638374         | AMAZON CAPITAL SERVICES INC                      | 2098             | 4,730.24      |
| 06/18/2026        | 638375         | AUTOMATION COMPONENTS INC.                       | 2805             | 4,565.84      |
| 06/18/2026        | 638376         | AVISTA UTILITIES                                 | 1081             | 5,601.89      |
| 06/18/2026        | 638377         | BOSTON CONSULTING INC                            | 2607             | 10,997.28     |
| 06/18/2026        | 638378         | BRAND BOOST PRINTS                               | 3105             | 1,160.89      |
| 06/18/2026        | 638379         | BUDINGER & ASSOCIATES INC                        | 2149             | 1,688.89      |
| 06/18/2026        | 638380         | LITHIA MOTORS SUPPORT SERVICES                   | 1024             | 111.16        |
| 06/18/2026        | 638381         | CANON FINANCIAL SERVICES INC                     | 1154             | 112.66        |
| 06/18/2026        | 638382         | CARDINAL INFRASTRUCTURE LLC                      | 2059             | 14,500.00     |
| 06/18/2026        | 638383         | CDW-GOVERNMENT                                   | 1132             | 47,549.09     |
| 06/18/2026        | 638384         | QWEST CORPORATION                                | 1148             | 252.61        |
| 06/18/2026        | 638385         | CITY GLASS SPOKANE INC                           | 2599             | 758.25        |
| 06/18/2026        | 638386         | CITY OF SPOKANE                                  | 1601             | 3,513.52      |
| 06/18/2026        | 638387         | COLEMAN OIL COMPANY LLC.                         | 2683             | 62,656.33     |
| 06/18/2026        | 638388         | COLEMAN OIL COMPANY LLC.                         | 2683             | 351,981.00    |
| 06/18/2026        | 638389         | COMPUNET INC                                     | 1166             | 11,215.07     |
| 06/18/2026        | 638390         | CUMMINS INC                                      | 1027             | 2,973.17      |
| 06/18/2026        | 638391         | DELTA KITS INC.                                  | 2771             | 64.52         |
| 06/18/2026        | 638392         | DOWNTOWN SPOKANE DEVELOPMENT ASSOCIATION         | 1217             | 182.00        |
| 06/18/2026        | 638393         | EL JAY OIL CO INC                                | 1003             | 6,453.91      |
| 06/18/2026        | 638394         | EMBROIDERED SPORTSWEAR INC                       | 1232             | 65.27         |
| 06/18/2026        | 638395         | EVERON, LLC                                      | 2951             | 89,058.13     |
| 06/18/2026        | 638396         | FASTENAL COMPANY                                 | 1249             | 1,058.50      |
| 06/18/2026        | 638397         | FIRST DIGITAL TELECOM                            | 2730             | 1,402.52      |
| 06/18/2026        | 638398         | FLEET EFORCE INC                                 | 2970             | 927.34        |
| 06/18/2026        | 638399         | V02 COLLECTION INC.                              | 2860             | 1,145.25      |
| 06/18/2026        | 638400         | BUSINESS INTERIORS OF IDAHO                      | 2715             | 9,503.41      |
| 06/18/2026        | 638401         | FEDEX                                            | 1808             | 122.38        |

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|-------------------|----------------|-------------------------------------------------|------------------|---------------|
| 06/18/2026        | 638402         | GORDON TRUCK CENTERS INC                        | 1018             | 16,015.64     |
| 06/18/2026        | 638403         | GALLAGHER HEALTHINVEST FSA                      | 3084             | 351.00        |
| 06/18/2026        | 638404         | GALLS PARENT HOLDINGS LLC                       | 1271             | 3,732.62      |
| 06/18/2026        | 638405         | GILLIG LLC                                      | 1279             | 14,936.42     |
| 06/18/2026        | 638406         | H & H BUSINESS SYSTEMS                          | 1298             | 1,054.13      |
| 06/18/2026        | 638407         | KAISER FOUNDATION HEALTH PLAN OF WA OPTIONS INC | 1295             | 49,568.58     |
| 06/18/2026        | 638408         | KAISER FOUNDATION HEALTH PLAN OF WA OPTIONS INC | 1295             | 14,034.51     |
| 06/18/2026        | 638409         | KERSHAW'S INC                                   | 1374             | 318.96        |
| 06/18/2026        | 638410         | LECIP INC                                       | 2386             | 738,500.57    |
| 06/18/2026        | 638411         | LOOMIS ARMORED US LLC                           | 1408             | 1,792.10      |
| 06/18/2026        | 638412         | LOWE'S COMPANIES, INC                           | 2913             | 142.00        |
| 06/18/2026        | 638413         | MCGUIRE BEARING COMPANY                         | 1010             | 828.34        |
| 06/18/2026        | 638414         | NEALTON INC                                     | 2896             | 4,868.46      |
| 06/18/2026        | 638415         | Q49 SOLUTIONS LLC                               | 2594             | 25.09         |
| 06/18/2026        | 638416         | MOHAWK MANUFACTURING & SUPPLY CO                | 1011             | 503.73        |
| 06/18/2026        | 638417         | MOTION AUTO SUPPLY INC                          | 1012             | 81.31         |
| 06/18/2026        | 638418         | MUNCIE RECLAMATION AND SUPPLY CO                | 1013             | 923.50        |
| 06/18/2026        | 638419         | NAPA AUTO PARTS INC                             | 1014             | 6,790.14      |
| 06/18/2026        | 638420         | THE AFTERMARKET PARTS COMPANY LLC               | 1015             | 22,815.13     |
| 06/18/2026        | 638421         | CSWW INC                                        | 1102             | 511.79        |
| 06/18/2026        | 638422         | OFFICE DEPOT INC                                | 1483             | 180.38        |
| 06/18/2026        | 638423         | PARAMETRIX INC                                  | 2062             | 32,262.22     |
| 06/18/2026        | 638424         | ROMAINE ELECTRIC CORPORATION                    | 1548             | 668.99        |
| 06/18/2026        | 638425         | SAFETY-KLEEN SYSTEMS INC                        | 1564             | 2,115.70      |
| 06/18/2026        | 638426         | SECURITAS TECHNOLOGY CORP                       | 2967             | 337.56        |
| 06/18/2026        | 638427         | SIX ROBBLES INC                                 | 1017             | 619.69        |
| 06/18/2026        | 638428         | SPOKANE PUBLIC FACILITIES DISTRICT              | 1941             | 1,274.00      |
| 06/18/2026        | 638429         | SPOKANE ARTS FUND                               | 2287             | 875.00        |
| 06/18/2026        | 638430         | SPOKANE COUNTY ENVIRONMENTAL SERVICES           | 1603             | 448.02        |
| 06/18/2026        | 638431         | BPR CUMULUS LLC                                 | 2256             | 1,547.92      |
| 06/18/2026        | 638432         | SUNBELT RENTALS INC                             | 3052             | 1,529.50      |
| 06/18/2026        | 638433         | SOLID WASTE SYSTEMS LLC                         | 2514             | 400.40        |
| 06/18/2026        | 638434         | TERMINAL SUPPLY INC                             | 1648             | 2,016.61      |
| 06/18/2026        | 638435         | TOLAR MANUFACTURING COMPANY INC.                | 2065             | 3,500.00      |
| 06/18/2026        | 638436         | TRAPEZE SOFTWARE GROUP                          | 1669             | 18,919.04     |
| 06/18/2026        | 638437         | TWILIO INC                                      | 2994             | 1,401.50      |
| 06/18/2026        | 638438         | UNIFIRST CORPORATION                            | 2868             | 7,893.01      |
| 06/18/2026        | 638439         | NATIONAL FINANCIAL INSTITUTION SUPPLY INC       | 2936             | 288.47        |
| 06/18/2026        | 638440         | VECTOR NORTH AMERICA INC.                       | 2750             | 9,739.37      |
| 06/18/2026        | 638441         | VOITH US INC                                    | 2460             | 919.93        |
| 06/18/2026        | 638442         | WASHINGTON STATE                                | 1704             | 8,395.45      |
| 06/18/2026        | 638443         | WALTER E NELSON CO                              | 1721             | 8,722.70      |
| 06/18/2026        | 638444         | WENDLE MOTORS INCORPORATED                      | 1021             | 76.50         |
| 06/18/2026        | 638445         | WESCO GROUP LLC                                 | 2368             | 4,747.29      |
| 06/18/2026        | 638446         | WESTERN STATES EQUIPMENT                        | 1740             | 4,913.30      |
| 06/18/2026        | 638447         | THE W.W. WILLIAMS COMPANY                       | 2870             | 27.29         |
| 06/18/2026        | 638448         | WM. WINKLER COMPANY                             | 1752             | 40,848.50     |
| 06/18/2026        | 638449         | VERIZON                                         | 2142             | 771.73        |
| 06/18/2026        | 638450         | XTL US INC                                      | 3131             | 1,405.21      |
| 06/26/2026        | 638451         | AFSCME                                          | 1328             | 626.30        |
| 06/26/2026        | 638452         | AFSCME                                          | 1328             | 104.00        |
| 06/26/2026        | 638453         | AMAZON CAPITAL SERVICES INC                     | 2098             | 2,995.82      |
| 06/26/2026        | 638454         | APPLIED INDUSTRIAL SYSTEMS LLC                  | 2884             | 1,754.10      |
| 06/26/2026        | 638455         | ARCTIC LIGHTING & ELECTRIC LLC                  | 2100             | 270.00        |
| 06/26/2026        | 638456         | AMALG TRANSIT UNION #1015                       | 1055             | 27,220.73     |
| 06/26/2026        | 638457         | AMALG TRANSIT UNION #1598                       | 1056             | 1,144.71      |
| 06/26/2026        | 638458         | AMALGAMATED TRANSIT UNION                       | 1057             | 219.36        |
| 06/26/2026        | 638459         | AVISTA UTILITIES                                | 1081             | 2,259.16      |
| 06/26/2026        | 638460         | THE BRAUN CORPORATION                           | 1117             | 174.19        |
| 06/26/2026        | 638461         | BUDINGER & ASSOCIATES INC                       | 2149             | 19,021.48     |
| 06/26/2026        | 638462         | CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES | 1130             | 1,620.90      |
| 06/26/2026        | 638463         | LITHIA MOTORS SUPPORT SERVICES                  | 1024             | 1,596.93      |
| 06/26/2026        | 638464         | CANON FINANCIAL SERVICES INC                    | 1154             | 2,447.40      |
| 06/26/2026        | 638465         | CHILD SUPPORT ENFORCEMENT AGENCY                | 1825             | 392.30        |
| 06/26/2026        | 638466         | CITY OF SPOKANE                                 | 1601             | 1,998.39      |
| 06/26/2026        | 638467         | KELLY S SMITH JOHNSTON                          | 2946             | 499.99        |
| 06/26/2026        | 638468         | COFFMAN ENGINEERS INC                           | 1162             | 1,350.25      |
| 06/26/2026        | 638469         | COLEMAN OIL COMPANY LLC.                        | 2683             | 115,918.99    |
| 06/26/2026        | 638470         | COMMERCIAL TIRE                                 | 2451             | 3,927.67      |
| 06/26/2026        | 638471         | COMPENSATION CONNECTIONS LLC                    | 2724             | 600.00        |
| 06/26/2026        | 638472         | CROWN CASTLE INTERNATIONAL CORP.                | 2733             | 2,323.55      |
| 06/26/2026        | 638473         | CUMMINS INC                                     | 1027             | 10,871.56     |
| 06/26/2026        | 638474         | DECADE AWARDS LLC                               | 3005             | 94.78         |
| 06/26/2026        | 638475         | DELTA DENTAL OF WASHINGTON                      | 1726             | 75,535.94     |
| 06/26/2026        | 638476         | DELTA KITS INC.                                 | 2771             | 50.40         |
| 06/26/2026        | 638477         | PROMOTE YOUR TEAM LLC                           | 3116             | 3,495.00      |
| 06/26/2026        | 638478         | DRIVENTIC LLC                                   | 3051             | 324.97        |
| 06/26/2026        | 638479         | EMPLOYEE ADVISORY COUNCIL                       | 1236             | 807.50        |
| 06/26/2026        | 638480         | EDEN ADVANCED PEST TECHNOLOGIES                 | 2428             | 190.93        |
| 06/26/2026        | 638481         | ELITE ENTRY SYSTEMS LLC                         | 2632             | 1,127.25      |
| 06/26/2026        | 638482         | FASTENAL COMPANY                                | 1249             | 2,662.02      |

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|--------------------------------------------------|---------------|--------------------------------------------------|-----------|--------------|
| 06/26/2026                                       | 638483        | FLEET EFORCE INC                                 | 2970      | 246.35       |
| 06/26/2026                                       | 638484        | FEDEX                                            | 1808      | 331.70       |
| 06/26/2026                                       | 638485        | GORDON TRUCK CENTERS INC                         | 1018      | 4,003.78     |
| 06/26/2026                                       | 638486        | GALLS PARENT HOLDINGS LLC                        | 1271      | 464.66       |
| 06/26/2026                                       | 638487        | GFP 11, LLC                                      | 3107      | 8,000.00     |
| 06/26/2026                                       | 638488        | GILLIG LLC                                       | 1279      | 12,603.00    |
| 06/26/2026                                       | 638489        | GO GREEN CONCRETE                                | 3083      | 1,845.21     |
| 06/26/2026                                       | 638490        | W.W. GRAINGER INC                                | 1285      | 156.63       |
| 06/26/2026                                       | 638491        | GRIMCO INC                                       | 2696      | 6,953.36     |
| 06/26/2026                                       | 638492        | H & H BUSINESS SYSTEMS                           | 1298      | 91.98        |
| 06/26/2026                                       | 638493        | HORIZON DISTRIBUTORS INC                         | 1321      | 313.99       |
| 06/26/2026                                       | 638494        | HUMANIX CORP                                     | 1329      | 1,972.69     |
| 06/26/2026                                       | 638495        | ICCU, C/O BLACK REALTY MANAGEMENT, INC           | 3102      | 4,209.00     |
| 06/26/2026                                       | 638496        | ID DEPT OF HEALTH AND WELFARE                    | 3101      | 342.70       |
| 06/26/2026                                       | 638497        | INIT INNOVATIONS IN TRANSPORTATION INC           | 2392      | 3,439.08     |
| 06/26/2026                                       | 638498        | NW SOLAR PROTECTION                              | 2981      | 4,358.72     |
| 06/26/2026                                       | 638499        | G-A-P SUPPLY CORP                                | 1363      | 371.73       |
| 06/26/2026                                       | 638500        | KAISER FOUNDATION HEALTH PLAN OF WASHINGTON      | 1296      | 477,349.83   |
| 06/26/2026                                       | 638501        | KEYSTONE PEER REVIEW ORGANIZATION LLC            | 2840      | 1,522.27     |
| 06/26/2026                                       | 638502        | KPFF INC                                         | 2510      | 84,147.97    |
| 06/26/2026                                       | 638503        | L&E PARK LLC                                     | 2391      | 4,477.70     |
| 06/26/2026                                       | 638504        | LOOMIS ARMORED US LLC                            | 1408      | 2,057.29     |
| 06/26/2026                                       | 638505        | LOWE'S COMPANIES, INC                            | 2913      | 849.96       |
| 06/26/2026                                       | 638506        | MAGALDI & MAGALDI INC                            | 1416      | 355.20       |
| 06/26/2026                                       | 638507        | MAINTENANCE SOLUTIONS                            | 1418      | 659.51       |
| 06/26/2026                                       | 638508        | MCCARTY'S SACRO EASE                             | 2406      | 2,160.15     |
| 06/26/2026                                       | 638509        | MCKINSTRY ESSENTION LLC                          | 1422      | 42,487.18    |
| 06/26/2026                                       | 638510        | MOHAWK MANUFACTURING & SUPPLY CO                 | 1011      | 85.71        |
| 06/26/2026                                       | 638511        | MOTION AUTO SUPPLY INC                           | 1012      | 356.14       |
| 06/26/2026                                       | 638512        | MUNCIE RECLAMATION AND SUPPLY CO                 | 1013      | 27.28        |
| 06/26/2026                                       | 638513        | BLACK REALTY MANAGEMENT INC                      | 1658      | 24,865.86    |
| 06/26/2026                                       | 638514        | NAPA AUTO PARTS INC                              | 1014      | 410.07       |
| 06/26/2026                                       | 638515        | NATIONAL COLOR GRAPHICS INC                      | 1455      | 8,019.88     |
| 06/26/2026                                       | 638516        | THE AFTERMARKET PARTS COMPANY LLC                | 1015      | 20,888.19    |
| 06/26/2026                                       | 638517        | NORTHWEST LIFT & EQUIPMENT LLC                   | 1952      | 7,118.78     |
| 06/26/2026                                       | 638518        | OREILLY AUTO ENTERPRISES LLC                     | 3011      | 479.15       |
| 06/26/2026                                       | 638519        | PENSER NORTH AMERICA, INC                        | 1502      | 6,437.50     |
| 06/26/2026                                       | 638520        | PREMERA BLUE CROSS                               | 1521      | 493,101.29   |
| 06/26/2026                                       | 638521        | RESTORATION APPAREL COMPANY LLC                  | 3108      | 17,269.43    |
| 06/26/2026                                       | 638522        | INTERNATIONAL RISK MANAGEMENT INSTITUTE          | 3135      | 2,561.78     |
| 06/26/2026                                       | 638523        | RODDA PAINT CO.                                  | 2966      | 477.35       |
| 06/26/2026                                       | 638524        | S T A - WELL                                     | 1557      | 589.50       |
| 06/26/2026                                       | 638525        | JEFFREY S SEARS                                  | 1573      | 816.07       |
| 06/26/2026                                       | 638526        | SPOKANE HOUSE OF HOSE INC                        | 1605      | 1,365.79     |
| 06/26/2026                                       | 638527        | DGT ENTERPRISES LLC                              | 2670      | 10,801.00    |
| 06/26/2026                                       | 638528        | SPORTWORKS GLOBAL LLC                            | 1617      | 214.11       |
| 06/26/2026                                       | 638529        | STA OPERATIONS                                   | 1556      | 55.48        |
| 06/26/2026                                       | 638530        | STONEWAY ELECTRIC SUPPLY CO                      | 1633      | 176.46       |
| 06/26/2026                                       | 638531        | SUMMIT LAW GROUP PLLC                            | 1637      | 13,514.59    |
| 06/26/2026                                       | 638532        | SUMMIT REHABILITATION ASSOCIATES PLLC            | 1638      | 180.40       |
| 06/26/2026                                       | 638533        | SUN SUPPLY INC.                                  | 2710      | 3,759.72     |
| 06/26/2026                                       | 638534        | TERMINAL SUPPLY INC                              | 1648      | 109.10       |
| 06/26/2026                                       | 638535        | THERMO KING NORTHWEST                            | 1650      | 2,554.20     |
| 06/26/2026                                       | 638536        | TRANSIT SOLUTIONS LLC                            | 2440      | 451.40       |
| 06/26/2026                                       | 638537        | UNIFIRST CORPORATION                             | 2868      | 227.10       |
| 06/26/2026                                       | 638538        | USABLE                                           | 2988      | 31,892.38    |
| 06/26/2026                                       | 638539        | UTILITIES PLUS                                   | 2606      | 250.00       |
| 06/26/2026                                       | 638540        | AMERICAN FEDERATION OF STATE COUNTY 2 WA COUNCIL | 1705      | 1,634.04     |
| 06/26/2026                                       | 638541        | WA STATE DEPT OF ECOLOGY                         | 1706      | 958.20       |
| 06/26/2026                                       | 638542        | STATE OF WASHINGTON DEPARTMENT OF REVENUE        | 1767      | 307.04       |
| 06/26/2026                                       | 638543        | WALTER E NELSON CO                               | 1721      | 705.68       |
| 06/26/2026                                       | 638544        | WESCO GROUP LLC                                  | 2368      | 2,028.03     |
| 06/26/2026                                       | 638545        | THE W.W. WILLIAMS COMPANY                        | 2870      | 6,294.11     |
| 06/26/2026                                       | 638546        | WASHINGTON STATE TRANSIT ASSOC                   | 1715      | 4,850.00     |
| TOTAL JUNE ACCOUNTS PAYABLE                      |               |                                                  |           | 6,383,127.57 |
| 6/1/2026-6/30/2026                               | ACH           | WORKER'S COMPENSATION                            | 2286      | 126,420.07   |
| TOTAL JUNE WORKER'S COMPENSATION DISBURSEMENTS   |               |                                                  |           | 126,420.07   |
| 06/12/2026                                       | 731747-731766 | PAYROLL AND TAXES PR 12, 2026                    | VARIES    | 3,432,677.28 |
| 06/26/2026                                       | 731767-731791 | PAYROLL AND TAXES PR 13, 2026                    | VARIES    | 2,687,769.90 |
| TOTAL JUNE PAYROLL AND TAXES                     |               |                                                  |           | 6,120,447.18 |
| 06/18/2026                                       | ACH           | WA STATE - DOR (EXCISE TAX)                      | 1767      | 6,697.97     |
| TOTAL JUNE EXCISE AND LEASEHOLD TAX DISBURSEMENT |               |                                                  |           | 6,697.97     |
| 06/10/2026                                       | ACH           | TICOR TITLE OF WASHINGTON                        | 3134      | 50,000.00    |

| <u>Check Date</u>                                        | <u>Check #</u> | <u>Payee</u> | <u>Reference</u> | <u>Amount</u> |
|----------------------------------------------------------|----------------|--------------|------------------|---------------|
| TOTAL JUNE WIRE PAYMENTS                                 |                |              |                  | 50,000.00     |
| TOTAL JUNE DISBURSEMENTS FROM TO1 ACCOUNTS               |                |              |                  | 12,686,692.79 |
| TOTAL JUNE DISBURSEMENTS FROM TO5 TRAVEL ADVANCE ACCOUNT |                |              |                  | 0.00          |
| TOTAL JUNE DISBURSEMENTS TO1 & TO5 ACCOUNTS              |                |              |                  | 12,686,692.79 |



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Board Action-Consent Agenda

Meeting Date: July 16, 2026

Agenda Item: **7C**

**Presented To:** Board of Directors  
**Referral Committee:** n/a  
**Title:** PUBLIC WORKS PROJECTS UNDER \$35,000: FINAL ACCEPTANCE  
**Submitted by:** Jordan Hayes-Horton, Director of Procurement

**Purpose:** For decision.  
**Recommendation:** Approve, 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.

**Attachments and/or  
Online Links:** n/a

**SUMMARY:**

Per RCW 39.08.030, all Public Works contracts require acceptance for completion by the STA Board of Directors and an approved affidavit of wages paid from the Washington State Department of Labor & Industries.

| Purchase Order/<br>Contract Number | Project Description     | Contractor                        | Purchase Order/<br>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                               |

Public Works contracts with a value of \$35,000 or more (before tax) also require release of retainage authorization from the Washington State Employment Security Department, Department of Revenue, & Department of Labor & Industries. These contracts are presented individually to the Board for approval as part of the consent agenda when needed.



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Board Action-Consent Agenda

Meeting Date: July 16, 2026

Agenda Item: **7D**

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**Presented To:** Board of Directors  
**Referral Committee:** Planning & Development Committee  
**Title:** 2027-2032 TRANSIT DEVELOPMENT PLAN: FINALIZE AND APPROVE (RESOLUTION)  
**Submitted by:** Emily S. Poole, Chief Planning & Development Officer  
Madeline Arredondo, Associate Transit Planner

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**Purpose:** For decision.  
**Recommendation:** Adopt, by Resolution 861-26, the 2027-2032 Transit Development Plan.  
**Attachments and/or Online Links:** [2027-2032 TRANSIT DEVELOPMENT PLAN FINAL DRAFT](#)  
([www.spokanetransit.com/finaltdp2026](http://www.spokanetransit.com/finaltdp2026))  
TRANSIT DEVELOPMENT PLAN: FINALIZE AND APPROVE RESOLUTION  
RESOLUTION 861-26

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**SUMMARY:** Each year, Spokane Transit is required by state law to develop a Transit Development Plan (TDP) for a six-year planning horizon and submit it to the Washington State Department of Transportation (WSDOT). The Transit Development Plan is one of a series of planning documents that is built upon the goals, principles, and policies contained within Connect Spokane, STA's comprehensive plan for public transportation. Through this strategic alignment, the 2027-2032 Transit Development Plan outlines the vital service enhancements and infrastructure investments needed to advance the long-range vision of *Connect 2035*.

The Planning & Development Committee has been engaged in developing the various elements of the draft 2027-2032 TDP since February 2026, culminating with the publication of the final draft 2027-2032 TDP at the website provided above. Staff reviewed the final draft TDP at the July 1, 2026, Planning & Development Committee meeting and seek Board adoption at the July 16, 2026, meeting.



## SPOKANE TRANSIT AUTHORITY

**Staff Report:** Agenda Item **7D**

**Presented to:** Board of Directors

**SUBJECT:** TRANSIT DEVELOPMENT PLAN: FINALIZE AND APPROVE

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**SUMMARY:** STA has conducted numerous outreach activities for the 2027-2032 Transit Development Plan (TDP) annual update, including presentations to transportation-related bodies, two in-person open houses and one hybrid open house. Additional outreach efforts include a public hearing, targeted outreach to specific organizations, and notifications to a distribution list of interested stakeholders. Staff presented this information at the July 1, 2026 Committee meeting.

Presentations on the draft TDP were made to the following bodies:

- Spokane Transit Citizen Advisory Committee (CAC)
- City of Spokane Transportation Commission
- City of Spokane Pedestrian Transportation and Traffic Committee (PeTT)
- Spokane Regional Transportation Council (SRTC)
  - Board of Directors
  - Transportation Technical Committee (TTC)
  - Transportation Advisory Committee (TAC)

Open Houses on the draft TDP included the following:

- One SRTC hosted Transportation Open House
- Two STA Hosted Public Open Houses
  - One Hybrid Open House at the Downtown Spokane Library
  - One in Person Open House at the Spokane Valley Library

STA distributed the public notice and draft TDP to a distribution list of stakeholders, including two additional stakeholders at the request of the Planning & Development Committee: The Homeless Coalition and Spokane Public Schools. STA also provided this list of stakeholder information and invitations to the STA hosted open house events at the Central Library and the Spokane Valley Library.

During the hybrid and in-person open house events, there were a combined total of thirty-one attendees who provided feedback on the draft plan, including comments related to:

- information on Mobility-on-Demand pilots
- inclusion of public bathroom facilities
- enclosed shelters for capital projects
- bus stop infrastructure affecting bicycle traffic using the road shoulder
- strategies to prevent misuse of the Youth Ride Free program

STA staff met with representatives from the Washington State Department of Transportation (WSDOT) on June 11, 2026. WSDOT representatives inquired about planned service improvements in north Spokane and Latah Valley, Transit Oriented Development (TOD) strategies, Division Bus Rapid Transit (BRT) completion timeline, and planned facility expansion near the Mission and Greene Paratransit and Rideshare projects.

A public hearing was held on June 18, 2026. One board member inquired about open house attendance and feedback received. No public comments were provided at this public hearing.

Staff have reviewed the feedback and concluded that many of the points tie to initiatives in *Connect 2035*, STA's current ten-year strategic plan, or are matters of policy in *Connect Spokane*, STA's comprehensive plan, and no additional changes are necessary in the 2027-2032 Transit Development Plan.

Since the TDP Draft for Public Comment was published on May 21, 2026, there have been adjustments identified in the final TDP. The table below explains adjustments made in the TDP Final Draft and the corresponding sections.

| 2027-2032 TDP Summary of Changes               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Section                                        | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Section 4: Service Improvement Program (SIP)   | Updated the 2029 Conceptual Fixed Route Network Map to reflect the September 2027 description of service changes, specifically the proposed termination of all trips on Route 61 Highway 2/Fairchild at the Fairchild Air Force Base Main Gate, and proposed discontinuation of Route 664 EWU South Hill Express.                                                                                                                                                                        |
| Section 5: Capital Improvement Program (CIP)   | Updated to include changes to Phase 2 of the Facilities Master Plan (FMP) project estimates as presented at the June 3, 2026, Planning and Development Committee meeting. Changes include updated planning level cost expectations associated with the Plaza Tenant Improvements, Training Course, and Fixed-Route Operations Center projects identified in <i>Connect 2035</i> . Other projects in the CIP were adjusted to balance the impacts of the estimated FMP project increases. |
| Section 6: Operating and Financial Projections | Updated to reflect the change to retain contracted services for portions of paratransit service and the associated impacts of the extension of the current Paratransit service contract. Changes include updated Paratransit Fleet Replacement Plan and updated operating projections and forecast tables.                                                                                                                                                                               |

The [2027-2032 Transit Development Plan Final Draft](http://www.spokanetransit.com/finaltdp2026) can be found on STA's Transit Development Plan webpage. ([www.spokanetransit.com/finaltdp2026](http://www.spokanetransit.com/finaltdp2026))

## **RESOLUTION NO. 861-26**

A RESOLUTION FOR THE PURPOSE OF ADOPTING THE 2027-2032 TRANSIT DEVELOPMENT PLAN AND OTHER MATTERS PROPERLY RELATING THERETO

### **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 Laws of the State of Washington, including RCW Title 36, Chapter 57A, Public Transportation Benefit Area; and

WHEREAS, it is to the benefit of STA to define the general direction for the delivery of public transportation service in the future, assign a general timeline for future improvements to the public transportation system, and assign general cost and revenue requirements for future improvements to the public transportation system; and

WHEREAS, RCW 35.58.2795 requires all transit agencies prepare a six-year transit development plan for that calendar year and the ensuing five years; and

WHEREAS, STA has prepared the 2027-2032 Transit Development Plan, which includes the previously approved 2026 Annual Action Plan, the 2027-2029 Service Improvement Program, the 2027-2032 Capital Improvement Program, Federal Transit Section 5307, 5310 and 5339 anticipated programs of projects and expenditures, and other sections and information included in the Plan for the aforementioned purposes; and

WHEREAS, STA sought input from members of the public and other interested parties, including private transportation providers, pursuant to requirements related to Federal Transit Section 5307 funding; and

WHEREAS, the STA Board of Directors conducted a duly noticed public hearing on June 18, 2026; and

WHEREAS, a Washington State Environment Policy Act (SEPA) Checklist was completed for the proposed amendments, and a determination of Non-Significance (DNS) was issued on May 21, 2026; and

WHEREAS, the 2027-2032 Transit Development Plan is generally consistent with the policies of *Connect Spokane*, STA’s comprehensive plan for public transportation;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of STA as follows:

- Section 1. The STA Board of Directors hereby adopts the [2027-2032 Transit Development Plan Final Draft](http://www.spokanetransit.com/finaltdp2026). (www.spokanetransit.com/finaltdp2026)
- Section 2. The STA Board of Directors hereby authorizes the Chief Executive Officer to administer the 2027-2032 Transit Development Plan.
- Section 3. This resolution shall take effect and be in force immediately upon passage.

ADOPTED by STA at a regular meeting thereof held on the 16<sup>th</sup> day of July 2026.

Attest:

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Dana Infalt  
Clerk of the Authority

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Lance Speirs  
STA Board Chair

Approved as to form:

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Megan Clark  
Legal Counsel



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Board Action-Consent Agenda

Meeting Date: July 16, 2026

Agenda Item: **7E**

**Presented To:** Board of Directors  
**Referral Committee:** Planning & Development Committee  
**Title:** FEDERAL TRANSIT ADMINISTRATION SECTION 5310: CALL FOR PROJECTS AND LOCAL FUNDING MATCH APPROVAL  
**Submitted by:** Emily S. Poole, Chief Planning & Development Officer  
Emilio Bustos, Assistant Transit Planner

**Purpose:** For decision.  
**Recommendation:** Approve 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.  
**Attachments and/or Online Links:** FEDERAL TRANSIT ADMINISTRATION SECTION 5310: CALL FOR PROJECTS AND LOCAL FUNDING MATCH APPROVAL

**SUMMARY:** At the July 1, 2026, Planning & Development Committee meeting, staff reviewed the scope and anticipated the timeline for the Section 5310 Call for Projects, and the Committee recommended approval to the Board of Directors of \$252,188 in STA local funding to support the subrecipients' required local match amount. Subject to evaluation, ranking, and Planning & Development Committee recommendation, up to \$974,013 in combined federal 5310 funding (\$721,825) and STA local funding (\$252,188) is expected to be awarded to non-profit providers and transportation agencies for projects to enhance the mobility of seniors and individuals with disabilities within the Spokane Urbanized Area (UZA).

Spokane Transit Authority (STA) is a designated recipient of apportioned formula grant funds from the Federal Transit Administration (FTA) for the Enhanced Mobility of Seniors and Individuals with Disabilities Program, also known as Section 5310. The primary goal of Section 5310 is to improve or enhance mobility for seniors and individuals with disabilities by removing barriers to transportation services and expanding transportation options when public transit is unavailable, insufficient, or inappropriate in meeting these needs. STA is responsible for administering, contracting, and providing oversight of projects undertaken by non-profit organizations and governments selected through the annual Section 5310 Call for Projects. Funding for the 2026 Section 5310 Call for Projects is outlined in the table below:

| Funding Source                                        | Amount Available |
|-------------------------------------------------------|------------------|
| FY 2026 Apportionment (Federal Section 5310 Funding)  | \$721,825        |
| STA Local Match Contribution (pending Board approval) | \$252,188        |
| <b>Total Funding Available</b>                        | <b>\$974,013</b> |

## SPOKANE TRANSIT AUTHORITY

**Staff Report:** Agenda Item **7E**

**Presented to:** Board of Directors

**SUBJECT:** FEDERAL TRANSIT ADMINISTRATION SECTION 5310: CALL FOR PROJECTS AND LOCAL FUNDING MATCH APPROVAL

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**SUMMARY:** Spokane Transit is responsible for administering, contracting, and providing oversight of projects undertaken by non-profit organizations and governments selected through the annual Section 5310 Call for Projects. For the 2026 Section 5310 Call for Projects, \$721,825 is available in federal funding. Section 5310 funds are allocated across two project types: “Traditional” capital projects and “Other” operating projects, each with distinct federal apportionment and local match requirements. Spokane Transit is requesting an additional \$252,188 in STA local funds be provided to assist organizations in meeting the local match requirements of the federal funds.

A minimum of 55%, or \$397,004, of the federal Section 5310 funds must be allocated toward “Traditional” capital projects. “Traditional” projects require a minimum 20% local match. These are projects that are carried out by private, nonprofit organizations, or local government authorities approved by Washington State to provide human services transportation. Eligible projects include vehicle purchases, ADA-related capital improvements, mobility management coordination, complementary Paratransit services, and other Human Services Transportation Plan (HSTP) activities that address the needs of seniors and individuals with disabilities.

Depending on the types of projects proposed, and application scoring outcomes, it is conceivable that “Traditional” projects recommended for funding do not reach the 55% minimum threshold. In such an event, STA may recommend that up to 55% of the total funds available be programmed to STA for the purposes of contracting for human services transportation, an eligible “Traditional” project, meeting the statutory requirement and ensuring all funds can be obligated to support human services transportation projects in the region.

Up to 45%, or \$324,821, of the federal funds may be awarded to “Other” operating projects. “Other” projects require a minimum of 50% local match. Eligible activities include services that provide alternatives to public transportation, improve access to Fixed Route services, or exceed the requirements of Paratransit services. Eligible “Other” projects include transportation programs operated by eligible nonprofit organizations serving seniors and individuals with disabilities.

**Table 1 Federal Funds Available by Project Type**

| Funding Category            | Percentage of Federal Funds Available | Federal Funds Available |
|-----------------------------|---------------------------------------|-------------------------|
| Traditional                 | 55% (minimum percentage)              | \$397,004               |
| Other                       | 45%                                   | \$324,821               |
| Total FY 2026 Federal Funds | 100%                                  | \$721,825               |

In addition, staff are proposing additional STA local match funds be provided as described below. Approval of this request would mark STA’s fifth consecutive year allocating STA local funds to help subrecipients meet their project-specific local match requirements.

There is currently \$721,825 in FY 2026 Section 5310 annual apportionment funding available. Staff are proposing an additional \$252,188 in local STA funds to be allocated for the FY 2026 Section 5310 Call for Projects. The approval of this STA local funding request would continue the practice from the near-term investment funding that allows STA to use local funds to help subrecipients meet the required federal local match amounts. Table 2 below shows STA's Board approved local match contribution over the last four Call for Projects from FY 2022 to FY 2025 and the associated approval dates.

**Table 2 Board Approved STA Local Match Contributions FY2022-FY2025**

| <b>Fiscal Year</b> | <b>Approval Date</b> | <b>STA Local Match</b> |
|--------------------|----------------------|------------------------|
| 2022               | Dec 16, 2021         | \$190,000              |
| 2023               | Oct 19, 2023         | \$190,000              |
| 2024               | Jul 25, 2024         | \$236,000              |
| 2025               | Jul 24, 2025         | \$240,052              |

Based on the FY 2026 federal apportionment, staff proposes STA contribute 5% (\$24,813) in local match to "Traditional" projects and 35% (\$227,375) local match towards "Other" projects for a total of \$252,188 in STA local funds provided. As a result, all applicants' local match requirement would be reduced to a 15% minimum local match or a total of \$171,885, across both project types.

**Table 3 Project Funds by Source, Percent Match and Project Type**

| <b>Project Type</b> | <b>Federal Match %</b> | <b>Federal Match</b> | <b>STA Local Match %</b> | <b>STA Local Match</b> | <b>Applicant Local Match %</b> | <b>Applicant Local Match</b> | <b>Total Funds</b> |
|---------------------|------------------------|----------------------|--------------------------|------------------------|--------------------------------|------------------------------|--------------------|
| Traditional         | 80%                    | \$397,004            | 5%                       | \$24,813               | 15%                            | \$74,438                     | \$496,255          |
| Other               | 50%                    | \$324,821            | 35%                      | \$227,375              | 15%                            | \$97,446                     | \$649,643          |

The table below outlines the anticipated timeline for this call and selection of projects. Bold items represent actions that will come before the STA Board of Directors or this committee.

| <b>Date</b>              | <b>Activity</b>                                                                                                     |
|--------------------------|---------------------------------------------------------------------------------------------------------------------|
| July 1, 2026             | Planning & Development Committee recommendation on allocation of local STA matching funds                           |
| <b>July 16, 2026</b>     | <b>STA Board action on allocation of local STA matching funds</b>                                                   |
| August 3, 2026           | Issue Call for Projects (Posted on STA and SRTC websites, published in paper, direct emails to eligible applicants) |
| August 10, 2026          | Informational meeting for interested applicants                                                                     |
| August 31, 2026          | Preliminary proposals due                                                                                           |
| <b>September 2, 2026</b> | <b>Update Planning &amp; Development Committee on preliminary proposals</b>                                         |
| September 28, 2026       | Final project applications due                                                                                      |
| October - November 2026  | Evaluation and ranking of projects                                                                                  |
| <b>December 2, 2026</b>  | <b>Planning &amp; Development Committee recommends project awards</b>                                               |
| <b>December 17, 2026</b> | <b>STA Board action on recommended project applications</b>                                                         |
| January 2027             | Submission of Program of Projects to FTA                                                                            |
| 2027                     | FTA approval and funds obligated                                                                                    |
| 2027                     | Finalize and execute subrecipient agreements                                                                        |



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## Board Action-Consent Agenda

Meeting Date: July 16, 2026

Agenda Item: **7F**

**Presented To:** Board of Directors  
**Referral Committee:** Performance Monitoring & External Relations Committee  
**Title:** COMMUNITY VAN PILOT PROGRAM ADOPTION (RESOLUTION)  
**Submitted by:** Brandon Rapez-Betty, Chief Operations Officer  
Greg Garrett, Rideshare Program Manager

**Purpose:** For decision.  
**Recommendation:** Approve, by Resolution 863-26, to adopt and implement the Community Van Pilot Program and authorize STA staff to administer, evaluate, and refine the program.  
**Attachments and/or Online Links:** 2026 DRAFT COMMUNITY VAN PILOT PROGRAM MANUAL  
COMMUNITY VAN PILOT PROGRAM RESOLUTION 863-26

**SUMMARY:** The Spokane Transit Authority (STA) Board is asked to adopt the Community Van Pilot Program, a partnership-based service designed to address transportation gaps for community members whose needs are not met by Fixed Route or Rideshare services.

Under this pilot, STA will provide passenger vans operated by trained staff or volunteers from approved nonprofit and community-based organizations. The program is intended to improve access to critical services for vulnerable populations, including individuals with disabilities, low-income residents, and others facing mobility barriers.

The pilot complements existing transit services by focusing on trips with limited fixed-route viability while maintaining strict standards for driver training, insurance, safety, and program compliance. Participating organizations must meet eligibility requirements and enter into formal agreements under the Washington State Transit Insurance Pool's Limited Mode Service Provider framework.

The Limited Mode Service Provider (LMSP) framework is a WSTIP-defined model that allows STA to partner with eligible organizations to provide transportation services using agency vehicles. Through formal agreements, STA establishes insurance, operating, and safety requirements while maintaining oversight. At STA, this framework is applied to programs such as the Community Van Pilot to address transportation needs not well served by traditional transit options.

STA staff will administer and oversee the program, including partner approval, vehicle allocation, and operational management. Program performance will be evaluated using defined metrics such as partner participation, rider activity, cost recovery, and community impact, with regular reporting provided to the Board.

STA conducted targeted outreach to community-based organizations and nonprofit partners to inform development of the Community Van Pilot and gather early input. The effort included direct email outreach, a draft outreach letter, and a brief survey to solicit feedback, while clearly communicating the pilot nature of the program and its limited initial capacity, with the intent to inform potential future expansion.

Adoption of this pilot supports STA's Connect 2035 priority to collaborate with community partners and enhance regional quality of life. Findings from the pilot will inform future policy direction, program refinement, and potential expansion.



## **Community Van Pilot Program Program Manual (Draft)**

### **Program Overview**

Spokane Transit highly values the partnerships between public transit and the many community service organizations serving our most vulnerable populations. The Community Van program is an answer designed to bridge transportation gaps for community partners whose needs are unable to be met by Fixed Route or Rideshare services. The model allows Spokane Transit Authority (STA) passenger vehicles to be operated by employees and volunteers of approved social service providers and community organizations to meet the unique transportation needs of their clients.

### **Program Management**

Community Van Program will be managed by Spokane Transit Rideshare staff. Maintenance on Community Van vehicles will be performed by Spokane Transit Paratransit Maintenance team.

### **Eligibility and Participation**

#### **Eligible Organizations**

The program is open to the following entities:

- Not-for-profit entities registered with a 501(c)3 and EIN.
- Programs treating illness or substance abuse
- Children and family services, including children living in foster care
- Programs that provide food, shelter or employment opportunities
- Programs serving victims of domestic violence
- Programs serving refugees and other populations with limited English proficiency
- Programs serving individuals with disabilities
- Programs serving individuals living at/below 200% of the Federal Poverty Level

#### **Nonprofit Verification Process**

STA will validate nonprofit status using the Washington State Secretary of State Corporations Search (<https://ccfs.sos.wa.gov/>). STA staff will confirm active nonprofit status, matching legal name, and IRS 501(c)(3) determination documentation.

#### **Application Approval**

Application approvals for Community Van are determined by eligibility and vehicle availability. Spokane Transit reserves the right to evaluate each request based on, but not limited to, community impact, available alternative services, and timeliness of service requested. Spokane Transit also reserves the right to alter the quantity of available vehicles and/or designate vehicles for a specific service.

Approval responsibilities are assigned to Spokane Transit's Director of Paratransit and Rideshare Services, or their designee.

Requests to extend terms beyond original application (for example, extending beyond one month) are assigned to Spokane Transit's Chief Executive Officer for consideration.

#### Required Contract

Eligible User Groups must complete a Community Van Program LMSP contract to participate in the Community Van Program. These contracts are good for one (1) year from date of signing. The User Group may request the use of a Community Van vehicle while they have a valid contract on file with Spokane Transit.

#### Insurance Requirements

The program operates under the WSTIP risk-transferred Limited Mode Service Provider (LMSP) agreement.

- **Coverage Limits:** WSTIP provides \$1,000,000 liability per occurrence and \$2,000,000 aggregate.
- **Matching Coverage:** The user group must provide matching or better General Commercial Liability coverage.

#### User Group Requirements

To participate, eligible user groups must:

- Ensure all drivers are approved and trained in the same manner as STA Rideshare drivers.
- Abide by Spokane Transit's Code of Conduct.
- Provide an adequate and safe overnight parking location for the vehicle.
- Comply with insurance requirements as stated in the STA Community Van contract.

#### Driver Approval and Training Process

A safe driver is the most important measure of safety for Community Van Program. Each user group will need one (1) approved driver, however it is recommended to have multiple approved drivers.

All individuals who operate a Spokane Transit Community Van must receive specific permission and approval to do so before driving. Only in emergency situations, and when authorized by STA Rideshare staff, may someone other than an approved driver operate a van.

#### Driver Responsibilities

Community Van driver responsibilities include, but are not necessarily limited to:

- Always use defensive driving practices.
- Understanding, adhering to and applying Washington State traffic regulations.
- Be aware of the dynamics of transporting a group of people (for example: understanding loading of passengers and the impact on vehicle center of gravity).
- Report any damage, accident, or incident involving the vehicle (even if the incident happened while the vehicle was parked).

**All drivers must:**

- Complete Spokane Transit's driver certification process before receiving approval to drive the van.
- Maintain a current Washington State driver's license and have driven for at least three years.
- Notify STA Rideshare staff if they are no longer in accordance with the established Driver Selection Guidelines or can no longer safely operate the vehicle.
- Report to the agency within 24 hours any citation issued to you for any traffic related offense, whether received while driving the van or any other vehicle (e.g. a citation received while a Driver is driving their own vehicle).
- Promptly report to STA Rideshare any incident involving vehicle damage, property damage, injury, or the potential for a medical or liability claim. Complete and submit an accident report within 24 hours of an accident.
- Do not allow unauthorized drivers, those not approved by STA, to operate the van.
- Respond to requests from STA for maintenance, cleaning, and servicing of the van.
- Able to safely park the vehicle when not in use.
- Obtain prior approval from STA for expenditures other than gas.

**Driver Documentation**

- All potential drivers are to submit a completed Community Van Driver application and a copy of their driver's license.

**Driver Record Requirements**

All driver applicants must agree to have STA pull a Washington State driving record and agree to be included in Spokane Transit's driving record monitoring program. When a driver is no longer considered an eligible driver, whether by circumstances voiding their eligibility, or they request to be removed from the program, all driving record monitoring will cease.

Criteria for qualified drivers should include:

- Current, unrestricted license (prescription lens requirement is acceptable). Review other restrictions on an individual basis for applicability to safety.
- Three (3) years of licensed driving experience.
- No suspension/revocation within three years.
- No suspension/revocation within seven years for reckless driving, hit & run, leaving accident scene, failure to appear, DUI, or vehicle-related felony.
- An acceptable record of moving violations and/or accidents as defined in Rideshare Driver Eligibility/Retention.
- No instance of an accident or moving violation history which has resulted in insurance cancellation or non-renewal in the last three years.

Drivers with the following items on their records will not be eligible to participate as a rideshare driver: suspension/revocation within seven years for reckless driving, hit and run, leaving accident scene, failure to appear, DUI, negligent, or vehicle-related felony.

Within a three (3)-year period, prospective eligible drivers shall have no more than:

- No more than one minor, non-cited accident and one minor moving violation
- No more than two minor, non-cited accidents and no moving violations
- No major moving violations
- No major cited accidents
- A driver's license without any probationary status imposed (indicated with an \* on the front of the license)
- No convictions for a seatbelt violation

For Existing Rideshare Drivers eligibility shall be terminated if (within a three (3)-year period) they have:

- More than one minor, non-cited accident and one minor moving violation
- Two minor moving violations
- Any major moving violation
- Any major preventable accident, cited or non-cited
- More than two minor accidents
- A driver's license in probationary status (indicated with an \* on their license)
- A conviction for a seatbelt violation
- Multiple complaints (based on severity, frequency, and validity. Rideshare staff reserves the right to suspend or terminate a driver.)

### **Driver Training**

Upon completion of required documentation and providing an acceptable driving record, potential drivers will be provided by STA Rideshare staff login credentials to complete an online safe driving course.

Only after completion of the safe driving course can a driver be approved by Spokane Transit to operate a Spokane Transit owned vehicle.

### **Rate Structure and Reporting**

#### **Terms and Rates**

The program rate structure has accommodations for several transit scenarios:

**Single Day** – Designed for same-day transit trips. The vehicle is picked up at Spokane Transit Rideshare department Monday through Friday as early as 7:00 AM and returned the same day by 5:00 PM.

**Seven Day** – Offered for multiple days, and overnight, transit trips for up to seven (7) days in length. The vehicle is picked up at Spokane Transit Rideshare department Monday through Friday as early as 7:00 AM and returned within seven (7) days by 5:00 PM.

**Monthly** – For organizations that have transportation needs extending beyond a week, Spokane Transit offers a thirty (30) day, or monthly, term. The vehicle is picked up at Spokane Transit Rideshare department Monday through Friday as early as 7:00 AM and returned within thirty (30) days by 5:00 PM.

User groups may request an extension beyond a month if: the vehicle is available, the user group is current with reporting obligations, and the user group is current with invoice payments. Extending a monthly term is limited to ten (10) consecutive months per user group, and with aforementioned approval.

- **Invoicing:** Organization will be issued an invoice after the return of the vehicle (monthly if the vehicle is used for multiple months) on a NET 15 term.
- **Fuel and Maintenance:** Fees are designed to cover fuel (via STA fuel cards), roadside and preventative maintenance, and liability risks.

### STA Community Van Program Rates

| Term        | Base Rate | Allowable Miles | Cost per mile over mileage |
|-------------|-----------|-----------------|----------------------------|
| Single Use* | \$ 1.00   | \$1 per mile    | -                          |
| 7 Days      | \$100.00  | 150             | \$ 1.00                    |
| Monthly     | \$300.00  | 500             | \$ 1.00                    |

\* Single use is based on total miles for trip. A 50 mile trip would be \$50

#### Cost Recovery Methodology

#### Basic Cost Recovery for a Community Van Model

| Term       | Base Rate | Allowable Miles | Fuel Cost per Mile* | Insurance Cost per Mile* | Maintenance Cost per Mile* | Minimum Cost Recovery | Cost per mile over mileage |
|------------|-----------|-----------------|---------------------|--------------------------|----------------------------|-----------------------|----------------------------|
| Single Use | \$ 1.00   | 1               | \$ 0.16             | \$ 0.23                  | \$ 0.13                    | 192%                  | \$ 1.00                    |
| 7 Days     | \$100.00  | 150             | \$ 0.16             | \$ 0.23                  | \$ 0.13                    | 128%                  | \$ 1.00                    |
| Monthly    | \$300.00  | 500             | \$ 0.16             | \$ 0.23                  | \$ 0.13                    | 115%                  | \$ 1.00                    |

\* Cost per mile based on 2025 Rideshare expenses.

#### Trip and Usage Parameters

To ensure the program complements rather than competes with existing services, the following restrictions apply:

- **Fixed Route Limitation:** At least 50% of intended trips cannot be sufficiently served by Fixed Route transit. This consideration may include originations and destinations 0.5 miles or more from a bus stop, or groups larger than five people.
- **Geography:** Trips must start or end within the Public Benefit Transit Area (PTBA), and all travel must remain within Washington state.
- **Long-Distance Travel:** Vans traveling more than 50 miles outside the PTBA require express permission from STA and may need to secure their own roadside assistance.
- **No Fare Collection:** Riders are not permitted, nor can be required, to pay the user group a fee, fare, or reimbursement to use the service.

### Data Reporting

- **Trip Logs:** User Group will report total number of unique riders and total one-way trips. One-way trips are defined as a trip made by a rider from start to destination.
- **Mileage:** Billing mileage is tracked and reported automatically via onboard telematics.
- **Internal KPIs:** Program administrators will report internally to Executives and Board Members:
  - User Group profiles and experiences
  - Unique riders
  - One-way trips
  - Cost recovery

### Forms

The following are sample forms. All forms will be provided electronically to User Group and, if applicable, available as a paper copy inside the vehicle.

## Ridership Log

Logo Here

SEND THIS RIDERSHIP LOG TO RIDESHARE@SPOKANETRANSIT.COM.

**RIDERSHIP KEY CODES:** 2 = Round Trip All other codes are alphabetic. i Inbound O Outbound D Day off/Did not ride X not on roster

[illegible]

# Driver Application



## Rideshare Driver Application

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### Duties of Drivers (Primary and Backup)

- Operate a 7, 12 or 15 -passenger Rideshare vehicle in accordance with the Spokane Transit Authority (STA) Rideshare Manual, state and local traffic laws, on a planned route while adhering to an established time schedule.
- Immediately report any accident involving a Rideshare vehicle to (509) 326-7665 or the Rideshare office.
- Report non-vehicular accidents involving a Rideshare participant to the STA Rideshare office within twenty-four (24) hours.
- Report to the STA Rideshare office within twenty-four (24) hours any traffic or criminal citation issued to you or a Rideshare participant by a law enforcement officer for incidents or actions that occurred while you were operating a Rideshare vehicle. Any citation issued to a Rideshare vehicle driver is the responsibility of the driver cited.
- Report to the STA Rideshare Office within twenty-four (24) hours any moving traffic violation citation issued to you while driving any other vehicle.
- Keep the Rideshare vehicle adequately fueled for all Rideshare trips.
- Clean the interior and exterior of vehicle at least once per month.
- Perform daily inspections and promptly report any problems or conditions that may impair your ability to safely operate the vehicle to the STA Rideshare office upon discovery or observation. Examples of items you should look for may include, but are not limited to:
  - ✓ Fluid leaks.
  - ✓ Body damage.
  - ✓ Vehicle gauges.
  - ✓ Mirrors (interior and exterior).
  - ✓ Visual limitations, including window conditions, chips, cracks and/or obstacles.
  - ✓ Seatbelt accessibility and operating condition.
  - ✓ Vehicle cleanliness, including the presence of trash or other items that may impair your driving.
  - ✓ Braking and stopping distance.
  - ✓ Steering and alignment.
  - ✓ Other conditions that may impact your ability to operate the vehicle.
- Perform weekly inspections and promptly report any problems you may observe to the STA Rideshare office. Notify the STA Rideshare office of any maintenance needs you have observed at each regularly scheduled maintenance visit.
  - ✓ Check the oil level. Add oil if needed.
  - ✓ Check the function of the windshield wipers and fluid level. Add fluid if needed.
  - ✓ Check the tire pressure and tire tread. Fill air to appropriate level if needed.
  - ✓ Check that headlights, taillights, directional signals, and emergency flashers work properly.
  - ✓ Check the operation of the heater, defroster, and/or air conditioner.
- Swap your primary vehicle for a spare vehicle within forty-eight (48) hours of any notification from STA to bring the primary vehicle in for maintenance.
- Provide a phone number or e-mail for contact by STA during STA's normal business hours and be responsive to STA communications.





## Rideshare Driver Application

### Applicant Information

**Full Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
*Last First Mi*

**Address:** \_\_\_\_\_  
*Street Address Apartment/Unit #*  
\_\_\_\_\_  
*City State ZIP Code*

**Phone:** \_\_\_\_\_  
*Home Cell Work*

**Email:** \_\_\_\_\_

**Current Van #:** \_\_\_\_\_ **Primary Driver:** \_\_\_\_\_

**Work Hours:** Start: \_\_\_\_\_ Finish: \_\_\_\_\_ **Days:** ☐ M ☐ T ☐ W ☐ T ☐ F ☐ S ☐ S

### Applicant Driver History:

Do you have a current and valid Washington or Idaho Driver's License? ☐ Yes ☐ No

Driver's License No.: \_\_\_\_\_ Issue Date: \_\_\_\_\_ Expiration: \_\_\_\_\_

If No, please explain: \_\_\_\_\_

Have you held a driver's license for more than five (5) years? ☐ Yes ☐ No

Are there any restrictions on your driver's license? ☐ Yes ☐ No

If Yes, state type &  
date of restriction(s): \_\_\_\_\_

Have you ever had your driver's license suspended, revoked or refused? ☐ Yes ☐ No

If Yes, please explain: \_\_\_\_\_

Have you been convicted during the last ten (10) years of driving while intoxicated or under the influence of drugs? ☐ Yes ☐ No

If Yes, please explain: \_\_\_\_\_

Have you had any accidents or moving violations during the past three (3) years? ☐ Yes ☐ No

If Yes, please explain, please indicate below any accidents of any type or cause you have been involved in, either as owner or otherwise, during the last three (3) years:

Date: \_\_\_\_\_

Who was at fault? \_\_\_\_\_

Vehicle Damage? ☐ Yes ☐ No

Bodily Injury? ☐ Yes ☐ No

Amount? \_\_\_\_\_

Description: \_\_\_\_\_



## Rideshare Driver Application

### Disclaimer and Signature

By signing below, I acknowledge I have reviewed the Duties of Rideshare Drivers and I agree to perform such duties. I further acknowledge and verify the accuracy of the information I have provided in this application.

I authorized the Spokane Transit Authority to obtain as often as desired my driving record, including all Department of Licensing actions that have taken place regarding the Driver's License I now hold, have held, or in the future may obtain. This authorization continues in effect as long as I continue to service as a Driver in a Rideshare vehicle.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

3 ways to submit your application:

- Email completed application to: [rideshare@spokanetransit.com](mailto:rideshare@spokanetransit.com)
- Fax completed application to: (509) 232-6784, Attn: Rideshare
- Mail completed application to:  
Rideshare  
Spokane Transit Authority  
1212 W Sharp Ave  
Spokane, WA 99201

### FOR STA USE ONLY

Receipt Date: \_\_\_\_\_

MVR Date: \_\_\_\_\_

Training Date: \_\_\_\_\_

Group #: \_\_\_\_\_



## Rideshare Fuel Card Statement of Usage

### Disclaimer and Signature

My signature below signifies that I have read, understand and agree to abide by all conditions listed on this form. Violation of these conditions will result in cancellation of my authorization to use the fuel card, collection for monies owed, and possible termination of the Rideshare Group.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### Authorized Users

Only STA-approved drivers of the Rideshare Group shall use the card.

### Safeguarding

Fuel cards are assigned to a specific vehicle. The card must be kept in the vehicle at all times and the vehicle must be locked when not in use.

### Authorized Purchases

Purchases shall be limited to fuel, oil and car wash purchases only. Purchases of personal items (candy, pop, etc.) are prohibited. Unauthorized purchases will be billed to the participant who completed the purchase for immediate payment. Misuse of the card may result in cancellation of the fuel card, termination of the Rideshare Group, participant Driver Agreement, or any combination thereof. Misuse of a fuel card is a crime. STA monitors the use of each fuel card and will take immediate action if inappropriate use occurs.

### Car Washes

Certain area gas stations are equipped with automatic car/van washes and accept the fuel card. A list of providers is available upon request.

### Lost or Stolen Fuel Card

Lost or stolen fuel cards must be reported to the STA Rideshare office immediately by calling 509-326-7665. The Driver shall be responsible for all purchases on lost or stolen fuel cards up to the time notification is received by STA.

### FOR STA USE ONLY

Issue Date: \_\_\_\_\_

Group #: \_\_\_\_\_

Card #: \_\_\_\_\_

Pin #: \_\_\_\_\_

**RESOLUTION NO. 863-26**

A RESOLUTION FOR THE PURPOSE OF ADOPTING THE COMMUNITY VAN  
PROGRAM AS A PILOT INITIATIVE

**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 Laws of the State of Washington, including RCW Title 36, Chapter 57A, Public Transportation Benefit Area; and

WHEREAS, STA is committed to providing equitable, accessible, and efficient transportation services that meet the needs of the communities it serves; and

WHEREAS, the STA Board of Directors has adopted Connect Spokane: A Comprehensive Plan for Public Transportation through resolution no. 852-26, which includes Rideshare Service Types in policy FS 1.1, enabling community van as a Rideshare service type; and

WHEREAS, certain populations and community-based organizations experience transportation needs not fully addressed by STA's core transit services via Fixed-Route, Paratransit, and Rideshare; and

WHEREAS, STA has historically addressed certain community transportation needs through programs such as Special Use Van (SUV), Surplus Van Grant, and funding supported by Federal Formula Funds; and

WHEREAS, the Community Van Program is identified in Connect 2035, STA's ten-year strategic plan (resolution 854-26), whereby a van or other passenger vehicle is made available to an identified partner organization to provide mobility assistance for targeted groups or individuals that align with STA's mission, organizational priorities, and strategic goals; and

WHEREAS, the Community Van Program is intended to support organizations serving vulnerable populations, including individuals with disabilities, low-income individuals, families, refugees, and others with limited access to transportation; and

WHEREAS, the Community Van Program establishes eligibility criteria, operational requirements, safety standards, insurance provisions, and reporting expectations to ensure safe, equitable, and accountable program delivery; and

WHEREAS, the program operates under Washington State Transit Insurance Pool (WSTIP) Limited Mode Service Provider (LMSP) framework with defined liability coverage and user group responsibilities; and

WHEREAS, STA staff have developed a Program Manual outlining program administration, driver requirements, rate structures, trip parameters, and reporting requirements; and

WHEREAS, oversight of the Community Van Program will be provided by STA Rideshare staff with maintenance support from STA Paratransit Maintenance;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of STA as follows:

- Section 1. The STA Board of Directors hereby adopts the Community Van Program as a pilot program establishing a transportation service model that enables eligible organizations to operate STA vehicles to meet community transportation needs.
- Section 2. The Board authorizes the CEO to implement and administer the Community Van Program, including reviewing and approving eligible organizations; executing required agreements and contracts; establishing operational procedures and program controls; and managing program resources, vehicle allocation, and oversight.
- Section 3. Participation in the Community Van Program shall be limited to eligible nonprofit and community-based organizations that meet established eligibility criteria; enter into a valid LMSP agreement with STA; and comply with all program requirements, including driver training, insurance, and operational standards.
- Section 4. The Community Van Program shall operate in accordance with a program manual as approved by the CEO, including provisions related to driver qualification, screening, and training; trip eligibility and service parameters; rates, cost recovery and invoicing; and safety, maintenance, and reporting requirements.
- Section 5. The CEO is directed to monitor program performance and provide periodic reports to the Board, including participation levels and user group engagement; ridership and trip data; cost recovery performance; and community impacts and outcomes, to inform ongoing evaluation of the pilot program.
- Section 6. The Chief Executive Officer is authorized to make administrative updates to program procedures, rates, and guidelines as necessary to ensure program effectiveness, compliance, and sustainability.
- Section 7. This resolution shall take effect and be in force immediately upon passage.

ADOPTED by STA at a regular meeting thereof held on the 16th day of July 2026.

Attest:

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Dana Infalt  
Clerk of the Authority

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Lance Speirs  
STA Board Chair

Approved as to form:

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Megan Clark  
Legal Counsel



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Board Action-Consent Agenda

Meeting Date: July 16, 2026

Agenda Item: **7G**

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**Presented To:** Board of Directors

**Referral Committee:** Performance Monitoring & External Relations Committee

**Title:** BATTERY ELECTRIC BUS ON-ROUTE CHARGING INFRASTRUCTURE: AWARD OF CONTRACT

**Submitted by:** Emily S. Poole, Chief Planning & Development Officer  
Dan Wells, Director of Capital Development  
Jordan Hayes-Horton, Director of Procurement

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**Purpose:** For decision.

**Recommendation:** Approve, 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.

**Attachments and/or Online Links:** n/a

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**SUMMARY:** In accordance with Spokane Transit's procurement policy, staff are seeing Board approval to award a contract for the Battery Electric Bus (BEB) On-Route Charging Infrastructure project.

On May 6, 2026, the Performance Monitoring & External Relations Committee approved the scope of work for the BEB On-Route Charging Infrastructure project. In support of STA's *Zero Emission Fleet Transition Plan*, this project will add additional on-route charging infrastructure to enable utilization of electric buses for Routes 9 Sprague, 21 West Broadway, 98 Greenacres / Liberty Lake, and 93 Molter Loop, and will provide more system wide charging resilience.

On May 31, 2026, Invitation for Bids (IFB) 2026-11230 was advertised in the Spokesman Review and on STA's website. A pre-bid site visit was held on June 10, 2026, with two (2) follow-up site visits with prospective bidders. Two (2) addenda were issued, and bids were due on June 22, 2026. STA received three (3) qualifying bids as summarized below.

| Bidder                    | Total Bid Amount |
|---------------------------|------------------|
| Colvico, Inc.             | \$1,536,686.00   |
| Walker Construction, Inc. | \$1,850,000.00   |
| Apex Mechanical, LLC      | \$1,985,000.00   |
| Engineer's Estimate       | \$1,713,217.85   |

Colvico, Inc.'s bid was determined to be fair and reasonable and as such, staff recommend an award of contract for the total bid amount of \$1,536,686. Staff recommend a retention of a construction contingency equal to thirty percent (30%) of the construction contract given the relative level of risk associated with the approved scope of work.

This project is funded by a combination of local funds and a Washington State Department of Transportation Green Transportation Grant and has an approved budget of \$4,900,000.



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Board Action-Consent Agenda

Meeting Date: July 16, 2026

Agenda Item: **7H**

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**Presented To:** Board of Directors  
**Referral Committee:** Performance Monitoring & External Relations Committee  
**Title:** STA MOVING FORWARD CONCLUSION (RESOLUTION)  
**Submitted by:** Emily S. Poole, Chief Planning & Development Officer  
Mike Tresidder, Senior Transit Planner

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**Purpose:** For decision.  
**Recommendation:** Adopt, by Resolution 864-26, an acknowledgement of the successful completion of STA Moving Forward: A plan for more and better transit services.  
**Attachments and/or Online Links:** [STA Moving Forward A plan for more and better transit services document](https://stamovingforward.com/wp-content/uploads/2025/03/STAMF-Plan_June_2024-1.pdf)  
[https://stamovingforward.com/wp-content/uploads/2025/03/STAMF-Plan\\_June\\_2024-1.pdf](https://stamovingforward.com/wp-content/uploads/2025/03/STAMF-Plan_June_2024-1.pdf)  
STA MOVING FORWARD CONCLUSION: STAFF REPORT AND DELIVERY TABLE  
RESOLUTION 864-26

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**SUMMARY:** STA has substantially delivered on the commitments and intended outcomes of *STA Moving Forward*, a plan for more and better transit services, first adopted in 2014. The attached staff report provides background on the plan's development, funding, and fulfillment through the deployment of greater service levels and transformative public transportation projects. Staff have prepared a draft resolution recognizing this significant milestone for consideration and adoption. It is worth noting that the plan's implementation overlapped with the development of *Connect 2035* and the early implementation of this successor strategic plan.



## SPOKANE TRANSIT AUTHORITY

**Staff Report:** Agenda Item **7H**

**Presented to:** Board of Directors

**SUBJECT:** STA MOVING FORWARD CONCLUSION: STAFF REPORT AND DELIVERY TABLE

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### **Development of the *STA Moving Forward* Plan**

In 2010, the STA Board of Directors adopted *Connect Spokane*, a comprehensive plan for public transportation, which established a long-range vision for a more connected, accessible, and economically supportive transit system. Building on that vision, STA undertook a multi-year effort—combining technical analysis and community engagement—to define a practical, phased program of transit investments responsive to regional growth and evolving mobility needs. Between 2012 and 2014, this work culminated in adoption of the *STA Moving Forward* plan (Resolution no. 727-14), a 10-year program of capital and service improvements structured around three intended outcomes:

- Connecting people to services
- Connecting workers to jobs
- Advancing regional economic development

After the failure of a ballot proposition in April 2015 that was intended to fund the plan, STA refined the sequencing of projects, re-evaluated the financial forecasts and funding assumptions, and updated the plan accordingly (Resolution no. 744-16). In November 2016, Spokane County voters approved Proposition 1, authorizing a local sales tax increase of up to 0.2% to fund the plan.

### **Plan Implementation**

Approval of Proposition 1 in 2016 enabled STA to implement *STA Moving Forward* as a 10-year program to maintain, improve, and expand transit service, delivering the investments envisioned in *Connect Spokane* and advancing the region's mobility and economic development goals. Delivery of the plan commenced in earnest in May 2017, beginning with a new route (95 Mid-Valley) to employment centers in Spokane Valley, and later Saturday night service throughout the system. Implementation continued in each succeeding year through 2026 to deliver 26 of 27 distinct projects identified in the plan. The plan was amended twice, reflecting scope and schedule changes derived from the far-reaching impacts of the COVID-19 pandemic and transit planning studies that helped refine the definition of several projects in the plan.

The following table is based on the quarterly project reports that were utilized to track the completion of projects identified in *STA Moving Forward* and listed all projects delivered in fulfillment of the plan. As noted, a project may have been completed in multiple phases. One *STA Moving Forward* project is excluded from the table, as it was closed out without being delivered: “as a cross-state partnership, create an extension of HPT: I-90/Valley to Post Falls (ID) and Coeur d'Alene (ID) on a two-year pilot basis.” This project did not move forward after the Kootenai County Commissioners declined to explore a partnership with STA.

| STAMF Projects Delivered                                                                                                                                                                                        |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Extend Saturday night service past 11 pm                                                                                                                                                                        |
| Better weekend service on Wellesley Avenue in North Spokane                                                                                                                                                     |
| Add weekday, nights, and weekend service on Indiana Avenue between Spokane Valley Mall and Greenacres <i>(Project completed in phases)</i>                                                                      |
| Additional weekday and weekend trips and buses to Airway Heights <i>(Project completed in phases)</i>                                                                                                           |
| New Sunday service on North Nevada                                                                                                                                                                              |
| Improved reliability for bus service on Division and Sprague                                                                                                                                                    |
| Added sidewalks and shelters along North Division and added larger buses to North Division routes <i>(Project completed in phases)</i>                                                                          |
| As elements of the I-90/Valley HPT service - introduced direct, non-stop peak hour service between Liberty Lake and Spokane and constructed a new Mirabeau Transit Center <i>(Projects completed in phases)</i> |
| Introduced more mid-day weekday, night, and weekend service along I-90 between Spokane and Liberty Lake <i>(Project completed in phases)</i>                                                                    |
| New night and weekend service to Indian Trail                                                                                                                                                                   |
| Expanded upgrade maintenance facilities to meet existing and projected growth requirements                                                                                                                      |
| Construct West Plains Transit Center with Park & Ride at exit 272 on I-90 with associated interchange improvements <i>(Project completed in phases)</i>                                                         |
| Construct Moran Station Park & Ride                                                                                                                                                                             |
| Implement initial HPT: Monroe-Regal Line improvements with more sheltered stops                                                                                                                                 |
| Create new south commuter express from Moran Station Park & Ride                                                                                                                                                |
| Plan and construct Spokane Community College Transit Center at SCC                                                                                                                                              |
| Direct service between Airway Heights and Medical Lake via WPTC                                                                                                                                                 |
| Improved routes/frequency to Hillyard                                                                                                                                                                           |
| Add and improve service in West Central Spokane                                                                                                                                                                 |
| Central City Line (CCL) opens, and Plaza bus operations are streamlined                                                                                                                                         |
| Implement HPT: Cheney Line service                                                                                                                                                                              |
| Improve West Plains Rural Highway Stops                                                                                                                                                                         |
| Provide improved amenities and infrastructure for HPT: Sprague Line service                                                                                                                                     |
| Provide improved evening and/or weekend service on Route 45 Perry District in order to increase mobility and access on the South Hill                                                                           |
| Acquire property for Appleway Station Park & Ride for expansion of commuter parking capacity east of Sullivan Road (Barker to Stateline)                                                                        |

### **Outcomes of *STA Moving Forward***

Spokane Transit believes it has successfully delivered on the outcomes of *STA Moving Forward* plan:

- **Connecting people to services.** Transit extends to new medical services and other facilities, such as the medical services on Indiana Avenue east of Sullivan Road, an area completely unserved by bus service before 2017.
- **Connecting workers to jobs.** STA bus routes were extended to new employment centers, especially in the West Plains, Spokane Valley, and Liberty Lake. Extended hours of service, especially on weekends, has enabled greater job access for those who rely on public transportation.
- **Advancing regional economic development.** STA's investments are supporting new and legacy employment centers. City Line BRT is a critical element of supporting greater mobility through central Spokane in support of the University District, central business district, and neighborhoods experiencing reinvestment.

In total, STA has increased bus service by over 35%. STA is one of a few mid- to large-sized transit agencies in the country that have surpassed pre-COVID ridership levels. Transit ridership per capita in the Spokane urban area is ranked 10<sup>th</sup> in the nation among urban areas between 200,000 and 1,000,000, despite Spokane ranking 45<sup>th</sup> in size in this class of urban areas. The success of STA has been driven by its employees and the community that supports the organization's mission and vision.

**RESOLUTION NO. 864-26**

A RESOLUTION FOR THE PURPOSE OF ACKNOWLEDGING THE COMPLETION OF STA  
MOVING FORWARD: A PLAN FOR MORE AND BETTER TRANSIT SERVICES

**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 Laws of the State of Washington, including RCW Title 36, Chapter 57A, Public Transportation Benefit Area; and

WHEREAS, STA maintains a comprehensive plan for public transportation known as *Connect Spokane*, first adopted in 2010 by Resolution No. 665-10 and most recently amended by Resolution No. 852-26, establishing the key planning principles, policies for STA services, programs, and activities; and

WHEREAS, the STA Board of Directors adopted by Resolution No. 727-14, a 10-year strategic plan entitled *STA Moving Forward: A Plan for More and Better Transit Services* (“*STA Moving Forward*”) as a multi-year strategic implementation plan of *Connect Spokane*; and

WHEREAS, *STA Moving Forward* sets forth objectives for maintaining and expanding the transit system, including fixed-route bus, paratransit and vanpool service in order to connect the community to public services, improve travel flow by connecting jobs and workers and partner in advancing regional economic development; and

WHEREAS, *STA Moving Forward* was amended by Resolution 744-16 on June 16, 2016 to reflect changed assumptions related to the timing and sequence of projects in *STA Moving Forward*; and

WHEREAS, a significant funding source of *STA Moving Forward*, came from an additional 2/10 of 1% sales tax, which was approved by area voters on November 8, 2016 through a ballot proposition submitted by the STA Board of Directors in Resolution No. 742-16; and

WHEREAS, due to the changed conditions, including the COVID-19 pandemic and unknown regional economic consequences, *STA Moving Forward* was amended by Resolution No. 781-20 on November 19, 2020; and

WHEREAS, *STA Moving Forward* was amended by Resolution No. 822-24 on June 24, 2024 to update the general scope description or timeline for three projects due to the analysis of the fixed route network completed in 2024 and the latest ridership demands and opportunities; and

WHEREAS, since the approval of the additional sales tax in 2016, STA has completed the twenty-seven projects identified within *STA Moving Forward* to the fullest extent possible; and

WHEREAS, the completion of *STA Moving Forward* expanded the fixed route fleet size by 18% and the paratransit fleet size by 70% between 2016 and 2025; and

WHEREAS, the completion of *STA Moving Forward* saw a 50% increase in the number of routes offered by STA from 2016 to 2025, providing greater mobility and accessibility across the PTBA; and

WHEREAS, the completion of *STA Moving Forward* expanded annual transit service hours by 35% between 2016 and 2025, including a 62% increase of service hours on weekends; and

WHEREAS, the completion of *STA Moving Forward* resulted in the delivery of Eastern Washington's first bus rapid transit system, the City Line (Route 1); and

WHEREAS, the completion of *STA Moving Forward* resulted in the introduction of four other High-Performance Transit (HPT) lines, Route 4 Monroe/Regal, Route 6 Cheney, Route 7 Valley/Airport, and Route 9 Sprague; and

WHEREAS, the completion of *STA Moving Forward* resulted in the completion or remodel of four transit facilities – Moran Station Park & Ride, West Plains Transit Center, Spokane Community College Transit Center, and Mirabeau Park Transit Center;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of STA as follows:

- Section 1.     *STA Moving Forward* has served the agency, riders, the Public Benefit Transportation Area, and its citizens as STA's first multi-year strategic plan for implementing *Connect Spokane* in delivering significant transit investments between 2017 and 2026, and its delivery is hereby acknowledged and considered complete.
- Section 2.     The legacy of *STA Moving Forward* is primarily reflected in the continuation of increased service levels that are substantially higher than 2016 levels.
- Section 3.     This resolution shall take effect and be in force immediately upon passage.

ADOPTED by STA at a regular meeting thereof held on the 16<sup>th</sup> day of July 2026.

Attest:

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Dana Infalt  
Clerk of the Authority

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Lance Speirs  
STA Board Chair

Approved as to form:

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Megan Clark  
Legal Counsel



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Board Action-Consent Agenda

Meeting Date: July 16, 2026

Agenda Item: **71**

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**Presented To:** Board of Directors  
**Referral Committee:** Performance Monitoring & External Relations Committee  
**Title:** MINOR FARE TABLE UPDATE (RESOLUTION)  
**Submitted by:** Emily S. Poole, Chief Planning & Development Officer  
Mike Tresidder, Senior Transit Planner

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**Purpose:** For decision.  
**Recommendation:** Adopt, by Resolution 865-26, the minor updates to the Spokane Transit Authority fare structure for Fixed Route, Paratransit, STA Link, Vanpool, and Special Events.  
**Attachments and/or Online Links:** RESOLUTION 865-26

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**SUMMARY:** In advance of the launch of STA Link, STA's Mobility on Demand pilot service in Fall 2026, a minor amendment to the existing fare resolution is needed to acknowledge the new service type. There are no recommended changes to the existing fare structure, and all current fare programs will be honored. The recommended modifications to the fare table include the addition of STA Link service and an associated footnote that describes all fares for STA Link will be made through the Connect card system.

Through the preparation of this fare table update, it was discovered that fare tables from previous Board approved resolutions including Vanpool and Special Event fare were inadvertently omitted from the existing fare table listing in current resolution 845-25. To correct this scrivener's error, these fare tables will be re-included as a part of this minor fare update.

**RESOLUTION NO. 865-26**

A RESOLUTION FOR THE PURPOSE OF REVISING THE SPOKANE TRANSIT AUTHORITY  
FARE STRUCTURE AND PROCEDURES FOR FIXED ROUTE, PARATRANSIT, AND STA LINK

**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 Laws of the State of Washington, including RCW Title 36, Chapter 57A, Public Transportation Benefit Area; and

WHEREAS, the STA Board of Directors is the legislative body of the Spokane County Public Transportation Benefit Area; and

WHEREAS, pursuant to RCW 36.57A.090(3), the STA Board of Directors shall have the power to fix rates, tolls, fares and charges for the use of public transit services and facilities; and

WHEREAS, on January 21, 2022 the STA Board of Directors adopted resolution No. 791-22, implementing a major update to its fare structure for public transportation services, incorporating the Connect fare system for online fare management and fare capping, along with new fare types, including fares for special events; and

WHEREAS, the STA Board of Directors subsequently updated the fare structure by successive resolutions, numbered 799-22, 801-22, and 845-25 to include new fare types or rates; and

WHEREAS, on December 19, 2024 the STA Board of Directors adopted Resolution No. 831-24, adopting a new strategic plan for the delivery of public transportation service to succeed STA Moving Forward upon its completion and through the year 2035, entitled *Connect 2035*; and

WHEREAS, an initiative identified within *Connect 2035* is to pilot a series of Mobility on Demand (MOD) services, to be known as “STA Link,” to expand transit coverage and availability on a trial basis, with the purpose of improving connectivity to jobs, education and services to areas currently underserved by traditional public transportation services; and

WHEREAS, STA intends to enable seamless connectivity to the extent practicable between STA Link and the existing fixed route transportation system and complementary Paratransit services; and

WHEREAS, STA has determined that the existing Connect fare system provides the most practicable way for collecting fare as and validating fare payment for customers of STA Link; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of STA as follows:

- Section 1. The STA Board of Directors recognizes STA Link services as having a fare structure generally consistent with Fixed Route, while relying solely on the existing Connect fare system for fare payment and validation.
- Section 3: The STA Board of Directors hereby revises the Fixed Route, Paratransit and STA Link Fares, Vanpool Fares, and Special Event Fares, a copy of which is attached hereto and incorporated herein as “Exhibit A”.
- Section 4: Resolution No. 845-25 and all amendments thereto, is hereby revoked, rescinded, and superseded by this Resolution as of its effective date
- Section 5: This Resolution shall become effective upon its date of adoption and shall remain in full force and effect until revised by Board resolution; provided, the Chief Executive Officer is hereby authorized to implement the effective date of the rates, tolls, and fares identified in Exhibit A.

ADOPTED by STA at a regular meeting thereof held on the 16<sup>th</sup> day of July 2026.

Attest:

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Dana Infalt  
Clerk of the Authority

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Lance Speirs  
STA Board Chair

Approved as to form:

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Megan Clark  
Legal Counsel



## EXHIBIT A

### Fixed Route, Paratransit, and STA Link<sup>11</sup> Fares

| GENERAL PUBLIC          |                   | Reduced Fare (2)               |                                   |          |               |                 |                  | Paratransit (3) |
|-------------------------|-------------------|--------------------------------|-----------------------------------|----------|---------------|-----------------|------------------|-----------------|
|                         |                   | Rider-In-Training (6-12 years) | Rider's License (13-18 years) (7) | Student  | Honored Rider | Stars & Stripes | Opportunity (10) |                 |
| Fare Type               | Standard Fare (1) |                                |                                   |          |               |                 |                  |                 |
| One Ride (4)            | \$ 2.00           | Zero Fare                      | Zero Fare                         | \$ 2.00  | \$ 1.00       | \$ 1.00         | \$ 1.00          | \$ 2.00         |
| Farecapping Daily (5)   | \$ 4.00           | N/A                            | Zero Fare                         | \$ 4.00  | \$ 2.00       | \$ 2.00         | \$ 2.00          | \$ 4.00         |
| Farecapping Monthly (6) | \$ 60.00          | N/A                            | Zero Fare                         | \$ 48.00 | \$ 30.00      | \$ 30.00        | \$ 30.00         | \$ 60.00        |
| 7-day Rolling Pass      | \$ 17.00          | N/A                            | N/A                               | N/A      | N/A           | N/A             | N/A              | N/A             |
| Summer Youth Pass (7)   | N/A               | N/A                            | Zero Fare                         | N/A      | N/A           | N/A             | N/A              | N/A             |
| Shuttle Park (8)        | \$ 40.00          | N/A                            | N/A                               | N/A      | N/A           | N/A             | N/A              | N/A             |

| GROUP SALES (8)     |                   |                  |                 |
|---------------------|-------------------|------------------|-----------------|
| Fare Type           | Standard Fare (1) | Reduced Fare (2) | Paratransit (3) |
| Two-Hour Pass       | \$ 2.00           | \$ 1.00          | \$ 2.00         |
| Day Pass            | \$ 4.00           | \$ 2.00          | \$ 4.00         |
| 7-day Rolling Pass  | \$ 17.00          | N/A              | N/A             |
| Monthly Pass        | N/A               | N/A              | \$ 60.00        |
| 31-day Rolling Pass | \$ 60.00          | \$ 30.00         | N/A             |

(1) Children under six years of age ride free and must be accompanied by an adult, youth, or student reduced fare or paratransit passenger

(2) Reduced Fare programs require verification of eligibility.

(3) Personal Care Assistant (PCA) rides free on Paratransit or Fixed Route with paid paratransit rider (needs no identification, however, the person with whom they are traveling must have "PCA" on their ADA paratransit identification card)

(4) Allows for travel up to two (2) consecutive hours after initial validation

(5) Maximum fare charged per day when paid with a smart card or mobile app

(6) Maximum fare charged per calendar month when paid with a smart card or mobile app

(7) Through the Washington State Transit Support Grant, all Youth Fares to Age 18 will be at no-cost to the rider so long as the Transit Support Grant is in place. If the Transit Support Grant is rescinded or not renewed, Youth Fares will be reinstated at their previously approved levels.

(8) Includes parking at a designated parking lot, as stipulated in the Shuttle Park pass agreement

(9) Limited use fare types available for quantity purchases only and not available to the general public

(10) Program will commence during Q4 2025 and will be effective for a period no longer than 24 months from its initial start or when the program expenditures meet \$1,140,000, whichever event occurs first

(11) Fares for STA Link services are exclusively paid and validated through the Connect fare system; no cash will be accepted on the vehicle.

## Vanpool Fares

|                                  | Monthly Fare | Per Ride |
|----------------------------------|--------------|----------|
| Zone 1 - Spokane County          | \$ 60.00     | N/A      |
| Zone 2 - Stevens/Kootenai County | \$ 80.00     | N/A      |
| Zone 3 - All Others              | \$ 100.00    | N/A      |

Note: The origin or destination of any vanpool must be in the Public Transportation Benefit Area

## Special Event Fares (*currently in effect*)

All Special Event service is open to the public and serves pre-designated stops.

| Event               | Daily Rate | Specifications                                                                                                                                                       |
|---------------------|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Bloomsday           | \$ 2.00    | Purchased online during race registration on Bloomsday's website, or in person at the trade show the two days before the race. Service from 5 Park & Ride locations. |
| Hoopfest            | \$ 2.00    | Pass good on dates of event. Service from satellite parking facility and City Line to service Hoopfest activities in Downtown Spokane.                               |
| Spokane County Fair | \$ 2.00    | Spokane County Fair Day Pass for duration of the fair.                                                                                                               |
| Valleyfest          | \$ 0.00    | Service between Spokane Valley Mall, CenterPlace and Mirabeau Meadows Park only on dates of the event.                                                               |

Note: Special Event fares do not apply toward fare capping



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Board Action-Committee Recommendation

Meeting Date: July 16, 2026

Agenda Item: **8A**

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**Presented To:** Board of Directors  
**Referral Committee:** Planning & Development Committee  
**Title:** FACILITIES MASTER PLAN: ACCEPTANCE (RESOLUTION)  
**Submitted by:** Brandon Rapez-Betty, Chief Operations Officer  
Jessica Kelch, Senior Project Manager

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**Purpose:** For decision.  
**Recommendation:** 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.  
**Attachments and/or Online Links:** STA FMP Phase II Final Draft document  
[https://spokanetransit.sharepoint.com/:b:/s/FacilitiesMasterPlanProjects/IQBn0\\_gDvEfETJtXnJQM88o\\_AZpsQHwycRtXMs2rmOYThho?e=N6I21P](https://spokanetransit.sharepoint.com/:b:/s/FacilitiesMasterPlanProjects/IQBn0_gDvEfETJtXnJQM88o_AZpsQHwycRtXMs2rmOYThho?e=N6I21P)  
RESOLUTION 862-26

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**SUMMARY:** Staff have provided updates on the Facilities Master Plan beginning in April 2024 and continuing through June 2026. The Plan identifies both near- and long-term priorities and is intended to guide decision-making related to capital improvements, facility development, property acquisition, project scope, design, engineering, and related implementation activities. Staff provided a recent update at the July 1, 2026, Planning & Development Committee meeting.

The plan reflects work completed to date, including site due diligence, programming data, and initial cost projections, and is informed by the Zero-Emission Transition Plan, Connect 2035 Strategic Plan, and STA's Comprehensive Plan.

The purpose of this agenda item is to seek Board acceptance of the Facilities Master Plan, authorize staff to continue advancing key near-term priorities, and initiate work on identified long-term needs.

## **SPOKANE TRANSIT AUTHORITY**

**Staff Report:** Agenda Item **8A**

**Presented to:** Board of Directors

**SUBJECT:** STAFF REPORT: FACILITIES MASTER PLAN – ACCEPTANCE (RESOLUTION 862-26)

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**SUMMARY:** Since initial development of the Facilities Master Plan (FMP), staff have begun advancing several near-term actions and projects identified in the Plan while continuing to refine longer-term facility strategies. These efforts reflect early implementation of the FMP and are intended to position the agency to address immediate operational needs while preparing for larger, system-level investments over time.

Near-term actions have focused primarily on securing critical facility resources, advancing property acquisition strategies, and aligning capital planning through the Transit Development Plan (TDP). In parallel, several priority capital projects have moved into early stages of design, coordination, and cost refinement. Longer-term actions remain in conceptual stages and will be sequenced to align with funding availability, operational priorities, and broader system goals, including the Zero-Emission Transition Plan.

### **Near-Term Actions – Status Update**

- Facilities Sign Shop lease – complete
- Downtown administrative office space lease – approved
- Boone Avenue properties acquisition (3 parcels) – complete
- Union Road property acquisition – complete
- Clean Energy Base property acquisition – routing analysis underway and alternatives under evaluation
- CIP updates reflected in the TDP for July 2026 Board review

### **Near-Term Projects – Status Update**

- Training Course (CIP #1150) – budget adjustment and A&E procurement initiation
- Plaza Tenant Improvements (CIP #1152) – timing and budget revised; A&E work underway
- Fixed Route Operations Center (CIP #1207) – budget adjustment, deconstruction pending; coordination and A&E procurement initiation
- Paratransit & Rideshare Operations Base (CIP #1208) – timing/budget adjusted; coordination and A&E procurement initiation

### **Anticipated Long-Term Actions**

- Clean Energy Base (CIP #1151) – development anticipated to begin in 2033+ following property selection and funding strategy
- Boone Campus – renovation/redevelopment anticipated 2033–2034+
- Facilities Base – development dependent on Clean Energy Base site selection

**RESOLUTION NO. 862-26**

A RESOLUTION ADOPTING THE FACILITIES MASTER PLAN AND DIRECTING STAFF TO PROCEED WITH ACTIVITIES INCLUDING PROPERTY ACQUISITION, SCOPING, ENGINEERING, DESIGN, CONSTRUCTION, AND OTHER MATTERS PROPERLY RELATING THERETO.

**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 Laws of the State of Washington, including Chapter 36.57A RCW, Public Transportation Benefit Areas (PTBAs); and

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

WHEREAS, the STA Board of Directors, pursuant to state law and the STA Bylaws, Article III Section 3.1, is authorized to provide the policy and legislative direction for STA;

WHEREAS, STA is engaged in long-term planning to guide the agency’s growth and incorporation of evolving propulsion technologies in alignment with regional and statewide environmental objectives;

WHEREAS, the state of Washington, pursuant to Ch. 70A.535 RCW, directs public agencies to transition to a zero-emission fleet, with interim targets including 100% of new transit bus purchases being zero-emission by 2035, and full transition of fleet to zero-emission by 2040 for large agencies where feasible;

WHEREAS, STA adopted a Zero-Emission Fleet Transition Plan in March 2020 and reaffirmed its commitment by approving an updated transition plan in 2024, which sets a target date of 2045 for full zero-emission fleet deployment, with a combination of battery-electric and/or hydrogen fuel cell propulsion systems;

WHEREAS, STA’s ability to meet its zero-emission fleet goals is dependent upon the development of new facilities, including a clean energy base, to accommodate fleet expansion and fueling infrastructure;

WHEREAS, STA has determined that the procurement of multiple properties is necessary to maintain flexibility as it refines its selection of a final location or locations for these critical capital improvements and infrastructure projects;

WHEREAS, the Facilities Master Plan Report identifies near-term and long-term priorities and is intended to guide decision-making regarding capital improvements, facility development, property acquisitions, project scopes of work, design, engineering, and other related implementation activities; and

WHEREAS, the Facilities Master Plan reflects work completed to date including site due diligence, programming data, and initial cost projections and was informed by the *Zero-Emission Transition Plan* and *Connect 2035 Strategic Plan*; and

WHEREAS, the STA Board of Directors finds that adoption of the Facilities Master Plan is in the best interest of the Agency and will support coordinated infrastructure development, operational readiness, and long-range planning; and

WHEREAS, the STA Board of Directors further recognizes that the Facilities Master Plan should remain a living document that is reviewed and updated periodically to reflect the Agency's evolving service needs, assets, opportunities, constraints, and commitment to innovative solutions; and

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of STA as follows:

- Section 1. The STA Board of Directors hereby adopts the Facilities Master Plan dated July 2026 report as foundational guidance for infrastructure development to support STA's current and future operational, maintenance and administrative requirements.
- Section 2. The STA Board of Directors hereby authorizes the CEO to initiate real property acquisition necessary and consistent with these policies, due diligence, project scoping, design and engineering activities necessary to advance the identified near-term projects, including leased space for administrative staff, a modern training facility, centralized public and executive meeting spaces, a Paratransit and Rideshare operations base, a Fixed Route operations center, and expanded capacity for a facilities & grounds warehouse.
- Section 3. The STA Board of Directors hereby authorizes the CEO to initiate necessary and consistent with these policies, due diligence, project scoping, preliminary engineering activities necessary to advance the Facilities Master Plan's other long-term objectives and the future clean energy base.
- Section 4. The Chief Executive Officer is hereby authorized and directed to take all action necessary to properly carry out the purpose of this resolution and to advance the objectives of the Facilities Master Plan in accordance with agency policy and applicable law. Any actions taken by the Chief Executive Officer, Board of Directors, or staff prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed.

Section 5. The STA Board of Directors hereby directs the CEO to continue reviewing and updating the Facilities Master Plan on a 5-year basis so that it remains a current working document that grows with the Agency, provides ongoing guidance for capital development, and continues to incorporate and evaluate innovative solutions and emerging opportunities; and

Section 6. This resolution shall take effect immediately upon adoption.

Adopted by STA at a regular meeting thereof held on the 16th day of July, 2026.

ATTEST:

SPOKANE TRANSIT AUTHORITY:

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Dana Infalt  
Clerk of the Authority

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Lance Speirs  
Board Chair

Approved as to form:

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Megan Clark  
Legal Counsel



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Chair Report

Meeting Date: July 16, 2026

Agenda Item: **9A**

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**Presented To:** Board of Directors  
**Referral Committee:** n/a  
**Title:** BOARD OPERATIONS COMMITTEE – CHAIR REPORT  
**Submitted by:** Lance Speirs, Committee & Board Chair

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

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**SUMMARY:** A verbal report will be given at the Board meeting.





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|                             |
|-----------------------------|
| Board Information           |
| Meeting Date: July 16, 2026 |
| Agenda Item: 9Ai            |

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**Presented To:** Board of Directors  
**Referral Committee:** Board Operations Committee  
**Title:** BOARD BYLAWS REVIEW: UPDATE DRAFT  
**Submitted by:** Karl Otterstrom, Chief Executive Officer  
Megan Clark, Legal Counsel

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**Purpose:** For information.  
**Recommendation:** n/a  
**Attachments and/or**  
**Online Links:** BYLAWS UPDATED – REDLINED

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**SUMMARY:** The Board Operations 2026 Work Plan calls for a review of the Board Bylaws which were last revised in 2018. Staff provided a redlined copy of the Bylaws at the June 10, 2026, Board Operations Committee meeting, with some initial suggested edits which legal counsel reviewed during the meeting. Committee member feedback was solicited in preparing an updated redline copy for further review by the Board Operations Committee at the July 8, 2026, meeting. Additional suggestions have been received and incorporated into the attached redlined draft copy.

The attached redlined draft copy is the basis for review and input from the full Board of Directors.

The current Board Operations Work Plan contemplates finalizing edits for Board adoption in September 2026.

**BYLAWS**  
**OF THE SPOKANE COUNTY PUBLIC TRANSPORTATION BENEFIT AREA**

**ARTICLE I. - POWERS, PURPOSE AND RESPONSIBILITIES**

Sec. 1.1        Name. The name of the municipal corporation duly established pursuant to the laws of the State of Washington shall be "SPOKANE TRANSIT AUTHORITY" (STA) hereinafter referred to as the "Corporation". The offices of the Corporation shall be in the Administration Building at ~~West 1230~~1230 West Boone Avenue, Spokane, Washington.

Sec. 1.2        Powers, Purpose and Responsibilities. By and in the corporate name, the Corporation shall have and exercise all powers, functions, rights and privileges now and hereafter given or granted to, and shall be subject to all the duties, obligations, liabilities and limitations now and hereafter imposed upon municipal corporations of the same class, by the Constitution and laws of the State of Washington, and shall have and exercise all other powers, functions, rights and privileges usually exercised by, or which are incidental to, or inherent in, municipal corporations of like character and degree. The Corporation shall have all powers possible to have under the constitution and laws of this State.

Sec. 1.3        Interpretation. These Bylaws are not intended to limit the powers granted to a public transportation benefit area, and, therefore, should be liberally construed to carry out the intent of any grant of power thereto.

**ARTICLE II - THE GOVERNING BODY - BOARD COMPOSITION**

Sec. 2.1        Board Composition. The governing body of the Spokane Transit Authority shall be a Board of Directors, hereinafter referred to as the "Board" and shall consist of a Board of nine (9) voting members, as constituted by the Public Transportation Improvement Conference, all of whom shall be elected officials selected by and serving at the pleasure of the respective governing bodies of the component cities located within the corporation and Spokane County and one (1) non-voting member selected by and serving at the pleasure of the labor

organizations representing Spokane Transit Authority employees who are members of a bargaining unit ("Directors").

~~There shall be one (1) non-voting member, as required by state law, selected by and serving at the pleasure of the labor organizations representing Spokane Transit Authority employees who are members of a bargaining unit.~~

Pursuant to RCW 36.57A.055, the voting membership of the Board shall be proportional to the population of the component cities and the unincorporated County located within the boundaries of the Authority. Accordingly, the voting membership of the Board shall consist of the following:

(a) One (1) elected official ~~selected by and~~ serving ~~at the pleasure of~~ on behalf of the cities of Airway Heights, Cheney, Liberty Lake, Medical Lake and Millwood in a continuing rotation for two (2) consecutive years according to the order stated below ~~and effective January 1, 2019.~~

City of Cheney  
City of Airway Heights  
City of Liberty Lake  
City of Medical Lake  
City of Millwood

These cities are authorized to amend the rotation schedule by Interlocal Agreement filed with the Clerk of the Authority, but, together are limited to no more than one elected official as a voting member of the Board unless the proportionate population of the component cities and unincorporated area of the County within the boundaries of the Corporation require a change.

(b) Four (4) elected officials selected by and serving at the pleasure of the City of Spokane.

(c) Two (2) elected officials selected by and serving at the pleasure of the City of Spokane Valley.

(d) Two (2) elected County Commissioners selected by and serving at the pleasure of the Board of County Commissioners of Spokane County.

Sec. 2.2 Alternates.

(a) The cities of Spokane and Spokane Valley, the Board of County Commissioners of Spokane County, and the labor organizations may appoint alternate members whose name(s) shall be forwarded to and kept on file with STA.

(b) For ~~cities whose~~the voting members~~s are~~ selected pursuant to Section 2.1(a), alternate members shall be an Ex-officio Director pursuant to Section 2.3 and appointed-delegated by the absent voting member~~city which is a voting member of the Board, whose name shall be forwarded to and kept on file with STA.~~

(c) For cities whose members are selected pursuant to Section 2.1(a), alternates shall only be appointed from the elected officials representing the cities listed under Section 2.1(a).

Sec. 2.3 Ex-officio Directors. Jurisdictions not serving a voting term shall be entitled to appoint an *ex officio* Director to the Board and shall notify the Clerk of the Authority of the appointment in writing. *Ex officio* Directors shall participate in all Board meetings and discussions but are prohibited from voting by state law.

Sec. 2.4 Term. Each voting and non-voting Director shall be appointed for a term of one year in January of each year; provided, the voting Director appointed pursuant to Section 2.1(a) shall be appointed for a term of two years.

Sec. 2.5 Vacancy. In the event of a vacancy the appointing jurisdiction shall promptly appoint a new Director and the newly appointed Director shall serve the unexpired term of the Director he or she replaces.

Sec. 2.6 Succession. Each member of the Board shall hold office until their successor has been selected, unless such person is legally ineligible to hold such position. (e.g. expiration of the elected term, resignation, etc.)

Sec. 2.7 New City. If a city or town is created within the boundaries of the Corporation, then the public transportation improvement conference, consisting of an elected representative selected by the legislative body of each city within the county and by the county commissioners, shall meet to provide for the selection of a new governing body of the Corporation in the manner provided by law.

### **ARTICLE III - DUTIES OF THE BOARD AND BOARD MEETING**

Sec. 3.1 Duties of the Board. The Board of the Corporation shall provide the policy and legislative direction for the Corporation and its administrators. The Board may create such ~~departments, offices or committees~~ or advisory boards as it finds necessary ~~or advisable and may determine the powers and duties of each department or office~~ to assist and advise the Board.

The Corporation acting through the Board shall have the power to:

(a) Prepare, adopt and carry out a general comprehensive plan for public transportation service, which will best serve the residents of the Corporation and to amend said plan from time to time to meet changed conditions and requirements; and

(b) Acquire by purchase, condemnation, gift or grant, and to lease, construct, add to, improve, replace, repair, maintain, operate, and regulate the use of transportation facilities and properties within or without the boundaries of the Corporation or the state, including systems of surface, underground or overhead railways, tramways, buses, or any other means of local transportation, except taxis, and including escalators, moving sidewalks or other people-moving systems, passenger terminal and parking facilities and properties, and such other facilities and properties as may be necessary for passenger and vehicular access to and from such people-moving systems, terminal and parking facilities and properties, together with all lands, rights of

way, property, equipment and accessories necessary for such systems and facilities. Public transportation facilities and properties, which are owned by any city, may be acquired or used by the Corporation only with the consent of the city council of the city owning such facilities. Cities are hereby authorized to convey or lease such facilities to a public transportation benefit area authority or to contract for their joint use on such terms as may be fixed by agreement between the city council of such city and the public transportation benefit area authority, without submitting the matter to the voters of such city. The facilities and properties of the Corporation's systems whose vehicles will operate primarily within the rights of way of public streets, roads, or highways may be acquired, developed and operated without the corridor and design hearings which are required by RCW 35.58.273, as now or hereafter amended, for mass transit facilities operating on a separate right of way; and

(c) Fix rates, tolls, fares, and charges for the use of such facilities and to establish various routes and classes of service; and

(d) Employ legal counsel; and

(e) Prepare and adopt a budget; and

(f) Audit the Corporation's administrative affairs; and

(g) Approve travel requests of members; and

(h) Authorize committees to act on their behalf; and

(i) Issue general obligation bonds for public transportation capital purposes, subject to limitations of indebtedness imposed by law, and pledge any taxes authorized to be levied and pledged by law; and

(j) Levy taxes as authorized by law; and

(k) To participate in and support research, demonstration, testing, and development of public transportation systems; and

(l) Issue revenue bonds; and

(m) Have all other powers that are necessary to carry out the purposes of the Corporation as defined by law as it presently exists or as it may be hereinafter amended.

Sec. 3.2 Meetings and Meeting Notice.

(a) Regular Meetings. The time and place of regular meetings of the Board shall be established and adopted by ~~a resolution of~~ the Board. ~~Such resolution may also and may~~ specify the appropriate notification of such meetings.

(b) Special Meetings. Special meetings may be ~~called~~ set at any time by the Chairperson or by ~~a majority of the~~ whole total voting membership of the Board.

(c) Notice of all Board meetings shall be in conformance with the Open Public Meetings law (Chapter 42.30 RCW) now and as thereafter amended.

(d) Executive Sessions. The Board may hold executive sessions if such sessions are not otherwise prohibited by state statutes.

Sec. 3.3 Quorum. A majority of all the voting members of the Board shall constitute a quorum for the transaction of business, provided, a Director may participate in a meeting of the Board via ~~an amplified telephone connection~~ a remote connection and such Director shall be deemed present in determining the existence of a quorum and for voting purposes. A majority of those voting members present is necessary to take action on any item coming before the Board. Provided, however, that the following enumerated actions shall take an affirmative vote of a majority of the total voting membership of the Board;

- (a) Adoption, alteration or modification of the budget; and
- (b) Adoption, alteration or modification of a general comprehensive plan for public transportation service; and
- (c) Adoption, alteration or modification of rates, tolls, fares and charges for the use of the Corporation's facilities; and
- (d) Establishment of routes and classes of service; and
- (e) Revision or amendment of the Bylaws; and
- (f) Selection of Chairperson and Chairperson Pro Tempore; and
- (g) Appointment of qualified electors to committees.; and

(h) Removal of a member of a committee other than a Board member.

Sec. 3.4 Parliamentary Procedure. Unless otherwise governed by the provisions of these Bylaws or laws of the State of Washington, Roberts Rules of Parliamentary Procedure shall govern the conduct of all Board meetings. The Chairperson or his/her designee shall be the Parliamentarian.

Sec. 3.5 Board Acting as a Body. The Board shall act as a body in making its decisions and announcing them. No member shall speak or act for the Board without prior authorization of the Board, except as otherwise provided for in these Bylaws.

Sec. 3.6 Records of Board Meetings. Minutes. The proceedings of the Board meetings shall be recorded and maintained in the offices of the Corporation. The minutes shall consist primarily of a record of the action taken. Prior to the adoption of the minutes, copies of the proposed minutes shall be forwarded to all Directors prior to the next regular meeting for their reference and/or correction. At the next regular meeting, the Board shall consider the minutes for adoption or necessary corrections.

Sec. 3.7 Committees. The Chairperson, from time to time, may nominate Directors to serve on committees.

(a) All committees created by resolution of the Board may be composed of Directors, other elected representatives of cities requesting and designating representatives not directly appointed as members of the Board, and qualified electors.

(b) All electors shall be qualified electors as defined by the election laws of the State of Washington and shall remain so throughout the term to which appointed and shall reside within the Spokane Transit Authority boundaries.

(b) The Corporation has established three Standing Committees: (1) Board Operations, (2) Planning and Development, and (3) Performance Monitoring and External



Relations, adopted and governed by Resolution Nos. 771-19 and 767-19, as amended (the "Standing Committees").

~~(a) — Committees created by resolution of the Board may be composed of Directors, other elected representatives of cities requesting and designating representatives not directly appointed as members of the Board, and qualified electors.~~

~~(c)~~

~~(b) — All electors shall be qualified electors as defined by the election laws of the State of Washington and shall remain so throughout the term to which appointed and shall reside within the Spokane Transit Authority boundaries.~~ (d) — All Directors, including *ex-officio* Directors, shall be appointed to the Standing Committees annually after the election of the Chairperson. Nominations shall be by the Chairperson and approved by the Board, and the Chief Executive Officer shall be an *ex-officio*, non-voting member of each committee. The Chairperson may appoint, with the approval of the Board, alternates to each committee to act in the absence of any regularly appointed member. Electors shall be appointed to all committees to serve a one-year term.

~~(d) — All Directors, including *ex-officio* Directors, Directors and elected representatives of cities not directly sitting on the Board, shall be appointed to the Standing Committees annually after the election of the Chairperson to all committees.~~ The Director sitting on the Board pursuant to Section 2.1(a) shall occupy a seat on the Board Operations Committee, or its successor committee, at all times. ~~Electors shall be appointed to all committees by the Chairperson to serve two-year terms. Terms of electors shall be staggered in such a manner so that at least one elector is appointed each year.~~

~~(e)~~ (e) For all other committees or advisory boards, other than the Standing Committees, the Board shall select the members by majority vote.

~~(d)~~(a) Committee members will continue to serve until a successor is appointed.

~~(e)~~(b) All meetings of the Committees shall be subject to the Open Public Meetings Act of 1971, as amended (Chapter 42.30 RCW).

Sec. 3.8        Secretary of Board. The Chief Executive Officer or his/her designee, as provided for in Article V, shall be the Secretary of the Board.

#### **ARTICLE IV. - SELECTION AND DUTIES OF THE CHAIRPERSON AND CHAIRPERSON PRO TEMPORE**

Sec. 4.1        The Board shall select a Chairperson and a Chairperson Pro Tempore from among its voting members. The Chairperson shall hold office until the first day of January of each year. The office of the Chairperson shall rotate on a yearly basis among the following representative categories and in the following sequence: (1) towns and cities, excluding the Cities of Spokane and Spokane Valley; (2) City of Spokane; (3) County of Spokane; and (4) City of Spokane Valley. In any year, the rotation of the office of the Chairperson may be altered with the approval of six of the voting members of the Board, voting on the terms of such rotation in a regular or special meeting of the Board.

Sec. 4.2        The Chairperson shall preside at all meetings of the Board. In the event of the Chairperson's absence or inability to preside, the Chairperson Pro Tempore shall assume the duties of presiding over the meetings of the Board; provided, however, if the Chairperson is to be permanently unable to preside, the Board shall select a new Chairperson for the remainder of the Chairperson's term. In the event that the Chairperson Pro Tempore is selected as the new Chairperson, then a new Chairperson Pro Tempore shall be selected for the remainder of the vacated Chairperson Pro Tempore's term.

Sec. 4.3        The Chairperson may act as spokesperson for the Corporation and may act as its representative at meetings with other organizations, committees and other such activities, unless another representative shall otherwise be authorized by the Board; provided, however, the Chairperson may delegate to any Director the duty of being a spokesperson or representative,

and such person shall make no pronouncements that will obligate or commit the Corporation, except pursuant to prior authorization of the Board.

Sec. 4.4        The Chairperson shall be the chief executive and administrative officer of the Corporation until a Chief Executive Officer or Acting Chief Executive Officer is selected by and approved by the Board or when the Corporation is without a Chief Executive Officer or Acting Chief Executive Officer. When the Chairperson is acting as the chief executive and administrator of the Corporation, all persons employed or contracting service with the Corporation will be selected or discharged by the Chairperson, subject to the approval of the Board. The Chairperson when acting as the chief executive and administrator of the Corporation shall receive such remuneration as approved by the Board, in accordance with the law.

#### **ARTICLE V. - CHIEF EXECUTIVE OFFICER**

Sec. 5.1        Appointment and Removal of Chief Executive Officer. The Board may appoint a Chief Executive Officer. The Chief Executive Officer shall serve at the pleasure of the Board and shall perform such duties as may be designated from time to time by the Board.

Sec. 5.2        Duties of the Chief Executive Officer. The powers and duties of the Chief Executive Officer of the Corporation shall be:

(a)        To have general supervision over the administrative and operational affairs of the Corporation, including the authority to organize and direct the work force within an approved budget and to act as a spokesperson or representative of the Corporation, provided he or she may not obligate or commit the Corporation, except pursuant to prior authorization of the Board.

(b)        To appoint and remove at any time any employee of the Corporation;

(c)        To attend all meetings of the Board at which his/her attendance may be required by that body;

(d)        To recommend for adoption by the Board such measures as he/she may deem necessary or expedient;

(e)        To prepare and timely submit to the Board such reports as may be required by the Board or as he/she may deem it advisable to submit to that Board;

(f) To keep the Board fully advised of the financial condition of the Corporation and its future needs;

(g) To prepare and submit to the Board yearly a proposed budget and to be responsible for its administrative adoption;

(h) To approve and sign all vouchers for the payment of any items authorized in the approved budget;

(i) To approve all travel requests of employees of the Corporation and travel related expenses for job candidates, subject to the approved budget;

(j) To procure for periods not to exceed 45 days liability, physical damage, directors and officers, and other insurance coverages which have lapsed, been cancelled, or for other reason been terminated on an emergency basis until the Board of Directors can meet and give direction on insurance coverages;

(k) To manage and approve the leasing or short- term rental of real property owned by the Corporation to third parties;

~~(k)(l)~~ To act in any manner, in an emergency or disaster, as defined in RCW 38.52.010(13)(a), as amended, to ensure the safety and security of the system, customers, and employees of the Corporation, provided the Board is notified of any such actions taken as soon as reasonably practicable.

(m) To perform such other duties as may be directed by the Board. The Chief Executive Officer may employ and designate ~~such assistants or~~ others to assist in carrying out these duties.

~~(n)~~ Resolution Table To carry out the authority and duties set forth in the Resolutions attached hereto and incorporated herein by this reference in Exhibit A, as they may be amended from time to time.

#### **ARTICLE VI. - SEVERABILITY**

If any provision of these Bylaws, or its application to any person or circumstance is held invalid, the remainder of these Bylaws, or the application of the provisions to other persons or circumstances is not affected.

## **ARTICLE VII. - SERVICE OF PROCESS**

The Chief Executive Officer, or his/her designated representative in writing, shall receive, on behalf of the STA, all pleadings commencing an action against the STA. Service upon the Chief Executive Officer shall constitute service on the STA.

## **ARTICLE VIII. - INDEMNIFICATION**

Sec. 8.1        General. The Corporation, pursuant to RCW 36.16.138 and Chapter 48.62 RCW, as hereafter amended, shall indemnify any person who was or is an elected or appointed director, officer, (including committee members), or employee of the Corporation, and is threatened to be or has been made a party to an action, claim, or other proceeding by a third party.

Sec. 8.2        Scope of Indemnification. The Corporation shall pay the reasonable and necessary expenses actually incurred and connected with the defense, settlement, or monetary judgments, including costs, disbursements, and reasonable attorneys' fees arising out of any action, claim, or other proceeding, within the standard of conduct referred to in paragraph 8.3 herein, and for which notice has been given pursuant to state law and these Bylaws: The Board shall be the sole judge of the reasonable and necessary expenses to be borne by the Corporation. Indemnification shall not extend to any claim, action, or other proceeding against the Corporation, either for indemnification or for other cause.

Sec. 8.3        Standard of Conduct. Indemnification shall be limited to any action, claim, or other proceeding threatened, pending, or instituted against any person who was, or is, at the time of the alleged conduct, an elected or appointed Director, officer, or employee, and arising out of such person's performance, purported performance, or failure to perform in good faith the duties for, or employment with, the Corporation.

Sec. 8.4        Determination of Conduct.

(a) Unless ordered or adjudged by a court of competent jurisdiction, indemnification may be authorized only as follows:

(l) To the extent that the person has been successful on the merits, or otherwise in defense, such person shall be indemnified.

(2) With respect to any other determination of conduct, a majority vote of all the voting Directors not interested in or a party to the action, claim, or other proceeding. In the event a majority vote cannot be obtained because of disqualification of Directors, then the alternate or alternates of those disqualified shall be permitted to vote.

(b) Indemnification shall not be authorized for any claim or action founded upon a statute, law, rule, or regulation punishable by fine, imprisonment, or both, or for any claim or action against the Corporation.

(c) Every Director, officer, or employee who seeks or believes he or she may claim indemnification must give notice, in writing, to the Chief Executive Officer of his or her interest to seek indemnification before incurring any costs, disbursements, or attorneys' fees for which indemnification is sought, and provide a copy of any and all claims, pleadings, reports, or other written statements regarding the allegations.

Sec. 8.5      Expenses Prior to Determination. Expenses actually incurred in defending any action, claim, or other proceeding may be paid as incurred, and prior to a final determination of conduct, if the action, claim, or other proceedings makes no assertion that the person named acted outside the scope of his or her employment or authority, and that the Corporation makes no claim that the person's acts or failure to act were outside the scope of the person's employment or authority.

Sec. 8.6      Interpretation. This Article of the Bylaws is intended to exercise the authority contained in RCW 36.16.138 and Chapter 48.62 RCW, and that it be construed in light

of such statutes, and laws as hereafter amended, and interpretative case law. The failure of the Corporation to obtain insurance for any claim, action, or other proceedings against the Corporation shall not be construed to limit this indemnification.

#### **ARTICLE IX. - AMENDMENTS**

These Bylaws, as adopted by the Board of the Spokane Transit Authority, may be revised or amended at any regular or special meeting of the Board, with the provision that members Directors receive copies of the proposed change(s) at least two weeks prior to that meeting, unless such notice is otherwise waived by a majority of the Board.

These Bylaws of the Spokane Transit Authority, have been adopted and approved by the majority of the total Board on the 15th day of November, 2018 m 2026.

Kevin FreemanLance Speirs  
Chair, Spokane Transit Authority

ATTEST:

Janet WatsonDana Infalt  
Clerk of the Authority



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

Chair Report

Meeting Date: July 16, 2026

Agenda Item: **10A**

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

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

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**SUMMARY:** A verbal report will be given at the Board meeting.





1230 W. Boone Avenue, Spokane, WA 99201  
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Chair Report

Meeting Date: July 16, 2026

Agenda Item: **11A**

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**Presented To:** Board of Directors

**Referral Committee:** n/a

**Title:** PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE  
– CHAIR REPORT

**Submitted by:** Tim Hattenburg, Committee Chair

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**Purpose:** For information.

**Recommendation:** n/a

**Attachments and/or**

**Online Links:** n/a

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**SUMMARY:** A verbal report will be given at the Board meeting.



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CEO Report

Meeting Date: July 16, 2026

Agenda Item: **12**

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

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**Purpose:** Receive report.  
**Recommendation:** n/a  
**Attachments and/or**  
**Online Links:** n/a

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**SUMMARY:** At this time, the CEO will report on topics of interest to the Board.



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

| Board Information           |
|-----------------------------|
| Meeting Date: July 16, 2026 |
| Agenda Item: <b>13A</b>     |

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**Presented To:** Board of Directors

**Referral Committee:** n/a

**Title:** COMMITTEE MINUTES  
- Board Operations Committee  
- Planning & Development Committee  
- Performance Monitoring & External Relations Committee

**Submitted by:** Dana Infalt, Clerk of the Board

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**Purpose:** For information.

**Recommendation:** n/a

**Attachments and/or**

**Online Links:** APPROVED MINUTES OF COMMITTEE MEETINGS

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**SUMMARY:** The June 10, 2026, minutes of the Board Operations Committee meeting were approved at the July 8, 2026, meeting and are attached.

The June 3, 2026, minutes of the Planning & Development Committee and the Performance Monitoring & External Relations Committee meetings were approved at the at the respective July 1, 2026, meetings and are attached.

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

**BOARD OPERATIONS COMMITTEE MEETING**

Approved Minutes of the June 10, 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  
Karl Otterstrom, STA CEO, *Ex Officio*

**MEMBERS ABSENT**

Al French, Spokane County  
Tim Hattenburg, City of Spokane Valley

**STAFF PRESENT**

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  
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.

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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**

**Council Member Klitzke moved to approve the agenda as amended. Chair Speirs seconded, and the motion passed unanimously.**

3. **CHAIR'S COMMENTS**

There were no questions or comments.

4. **COMMITTEE ACTION/DISCUSSION**

A. **Minutes of the May 13, 2026, Committee Meeting**

**Ms. Klitzke moved to approve the May 13, 2026, Committee meeting minutes as submitted. Chair Speirs seconded, and the motion passed unanimously.**

## 5. COMMITTEE ACTION/DISCUSSION

### A. CONSENT AGENDA

#### i. Downtown Office Lease Agreement

Ms. Poole introduced Mr. Brian Jennings who presented the Downtown Office Lease Agreement to the committee. He shared the background, current office spaces, STA's due diligence, property selection, timeline, and lease terms, options, and costs. Furniture costs are not included in the lease as they are classified as capital costs.

Committee members discussed long-term relocation plans. Mr. Rapez-Betty provided additional insight into future plans and locations for staff and operations.

Mr. Michael Sharapata, Senior Managing Director of JLL, attended the committee meeting and explained the breakdown of the costs as compared to another potential lease location.

**Council Member Klitzke moved to recommend the Board of Directors approve, by motion, the CEO to negotiate and execute all documents necessary to secure a downtown office lease agreement for 601 W. Riverside Avenue with Redstone Group, LLC for up to 92 months and for an amount not to exceed \$3,833,529 plus tenant operating expenses. Chair Speirs seconded, and motion passed unanimously.**

#### ii. Mobility on Demand Pilot Service Operations: Award of Contract

Ms. Poole presented background, proposal evaluation, and contract terms to the committee. She explained the three additional one-year renewal options have reduced revenue hours as each pilot approaches the end of each of the one-year renewal contract periods. There are options for the pilots to be extended within the six-year framework.

**Council Member Klitzke moved to recommend the Board of Directors approve, by motion, the award of contract for Mobility on Demand Pilot Service and authorize the CEO to execute a six-year contract with Direct Medical Transportation, Inc. for a total estimated cost of \$6,745,160. Chair Speirs seconded, and motion passed unanimously.**

#### iii. Demand Response Transit Software: Award of Contract

Ms. Poole presented the background, planning process, proposal evaluation, and contract terms of the Demand Response Transit Software: Award of Contract.

**Council Member Klitzke moved to recommend the Board of Directors approve, by motion, the award of contract for Demand Response Transit Software and authorize the CEO to execute a five-year contract with Spare Labs, Inc. for a total estimated cost of \$2,333,000. Chair Speirs seconded, and motion passed unanimously.**

## 6. BYLAWS INITIAL REVIEW/UPDATE

Ms. Clark presented staff's proposed changes to the committee. Committee members discussed alternate small cities representatives and Ms. Clark explained the proposed language allows for the ex-officio small cities representatives to serve as the alternate voting member in case of an absence of the small cities voting member. This change is in lieu of a small cities councilmember who is not

currently serving on STA's Board of Directors serving as the alternate. Other edits included the resolution table under the CEO portion of the Bylaws relates to specific authority delegated by other resolutions to the CEO which keeps the delegations of the Board in one place; Section 5L "as amended," to account for potential amendments which will allow for distinguishing between the original Bylaw language and amended language, and ensures the amended language takes precedence over the original language. A Microsoft Word version of the redlined Bylaws will be sent to the Committee members for their further suggested edits prior to the July Board Operations committee meeting.

7. COMMITTEE CHAIR REPORTS

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

Council Member Klitzke shared the items presented at the Planning & Development Committee meeting on June 3, 2026.

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

In Deputy Mayor Hattenburg's absence, Mr. Rapez-Betty discussed the items presented at the Performance Monitoring & External Relations Committee meeting of June 3, 2026. Dr. Cortright informed the committee about the Community Perception Survey, advising that the survey results are available online.

8. BOARD OF DIRECTORS DRAFT JUNE 18, 2026, MEETING AGENDA

The Committee reviewed the Draft Board Agenda for the meeting on June 18, 2026. Staff will provide slides for item *8H. Downtown Office Lease Agreement* per Chair Speirs request, in advance of the Board meeting. Minor scrivener's errors were noted to be corrected.

**Council Member Klitzke moved to approve the Board of Directors agenda as amended. Chair Speirs seconded, and the motion passed unanimously.**

9. BOARD OPERATIONS COMMITTEE DRAFT JULY 8, 2026, MEETING AGENDA

The Committee reviewed the Board Operations Draft Agenda for July 8, 2026, with no suggested changes.

10. CEO REPORT

Mr. Otterstrom noted that sales tax revenue was 2.5% above budget year-to-date (YTD) at \$1.2M, 6.1% above the May 2025 actuals at \$0.6M, and 5.6% above 2025 actuals at \$2.6M. Mr. Hamud shared that national inflation is over 4% as of today. He further noted food services and construction had increased, while auto sales had decreased.

Mr. Otterstrom thanked Ms. Poole for her work on the projects she presented today as she has continued working on them through her job transitioning from Director of Service Development to Chief Planning and Development Officer.

11. NEW BUSINESS

There was no new business.

12. EXECUTIVE SESSION

Ms. Clark advised the purpose of the executive session was in accordance with RCW 42.30.110(1g);

*“To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.”*

The Committee entered Executive Session at 3:01 p.m., with a 10-minute projected timeframe. At 3:11 p.m., 8 additional minutes were requested. At 3:19 p.m., the Executive Session ended, and the meeting reconvened in open session.

13. ADJOURN

With no further business to come before the Committee, Chair Speirs adjourned the meeting at 3:19 p.m.

Respectfully submitted,

*Amie Blain*

Amie Blain  
Executive Assistant to the CFO & CIO

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

**PLANNING & DEVELOPMENT COMMITTEE MEETING**

Approved Minutes of the Wednesday, June 3, 2026, Meeting  
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*

**MEMBERS PRESENT**

Kitty Klitzke, City of Spokane - *Chair*  
Al French, Spokane County  
Pam Haley, City of Spokane Valley  
Sarah Dixit, City of Spokane  
Elsa Martin, Small Cities (Cheney)  
*(Ex-Officio)*  
Rhonda Bowers, Labor Representative  
*(Non-voting)*  
Karl Otterstrom, Chief Executive Officer

**MEMBERS ABSENT**

Dan Dunne, Small Cities (Liberty Lake)

**STAFF PRESENT**

Brandon Rapez-Betty, Chief Operations Officer  
Emily Poole, Chief Planning & Development  
Officer  
Nancy Williams, Chief Human Resources Officer  
Robert Hamud, Chief Financial Officer  
Carly Cortright, Chief Communications &  
Customer Service Officer  
Kade Peterson, Chief Information Officer  
Vicki Clancy, Executive Assistant to the Chief  
Planning & Development Officer

**LEGAL COUNSEL**

Steve Lamberson (virtual), Etter, McMahon,  
Lamberson, Van Wert & Oreskovich, P.C.

**GUESTS PRESENT**

Brian Jennings, Director of Community  
Development

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1. **CALL TO ORDER AND ROLL CALL**

Chair Kitty Klitzke called the meeting to order at 10:00 a.m., and Ms. Vicki Clancy conducted roll call.

2. **COMMITTEE CHAIR REPORT**

Chair Klitzke had no updates for the Planning & Development Committee.

3. **COMMITTEE ACTION**

A. **MINUTES OF THE MAY 6, 2026, COMMITTEE MEETING**

**Ms. Pam Haley moved to approve the May 6, 2026, Special Planning & Development Committee meeting minutes. Mr. Al French seconded, and the motion passed unanimously.**



4. COMMITTEE ACTION - RECOMMENDATION

- A. BOARD ACTION - CONSENT AGENDA – *nothing presented*
- B. BOARD ACTION – OTHER / COMMITTEE RECOMMENDATION – *nothing presented*

5. REPORTS TO COMMITTEE

A. 2027-2032 TRANSIT DEVELOPMENT PLAN: COMPLETE DRAFT

Ms. Emily Poole presented the complete draft of the 2027-2032 Transit Development plan (TDP), which outlines STA's six-year service, capital, and operating plans. The TDP incorporates the Service Improvement Plan (SIP), Capital Improvement Program (CIP), and Transit Asset Management Plan (TAM). The draft for public input was published on May 21, 2026 and with the committee review preceding the public hearing at the Board meeting in June, with Board adoption anticipated in July 2026. Staff summarized key sections of the plan, including updated agency information, a review of 2025 activities, the mid-range framework, service and capital programs, and financial projections that were previously reviewed by the Committee and Board. Appendices include the 2026 Action Plan, performance measures, system data, safety statistics, and the Transit Asset Management Plan. Expanded outreach was conducted with advisory groups, regional partners, and community organizations. Additional stakeholders, including the Homeless Coalition and Spokane Public Schools, were engaged and added to the distribution list for TDP updates and public participation opportunities. The draft TDP is available to the public via STA's website for review and comment. Next steps include public open houses, stakeholder meetings, and the formal public hearing. Final adoption of the TDP is scheduled to be proposed at the July 16, 2026, Board meeting.

Ms. Sarah Dixit asked about advertisement for the upcoming STA open houses. Karl requested that a link to the flyers be sent out to the committee members. Ms. Rhonda Bowers asked for a different type of graph with three colors to simplify the understanding of the 2029 conceptual network map. Ms. Poole agreed to review the map colorization for future reports.

B. FACILITIES MASTER PLAN – PHASE 2: CAPITAL PROGRAM UPDATE

Mr. Brandon Rapez-Betty, Chief Operations Officer, presented an update on the Facilities Master Plan (FMP) Phase 2 Capital Program. The FMP guides long-term planning and investment in STA's maintenance, service delivery, and administrative facilities to support the region's transit system. Phase 1 authorized key initiatives, including property acquisition for future facilities, development of centralized public and executive meeting spaces, creation of a modern training facility, and establishment of a facilities and grounds warehouse to support operations. Phase 2 of the FMP is nearing completion and includes revisions to property assumptions, alignment with updated strategic plans, refined operational scenarios, updated inventory and programming data, phasing strategies, and planning-level cost and funding estimates. The plan establishes project timing, phasing, and cost estimates, and is informed by the *Zero Emissions Fleet Transition Plan* and *Connect 2035*. Phase 1 previously identified near-term actions for 2026–2029, while Phase 2 refines those actions, identifies strategic opportunities, and outlines a long-term direction through 2050. Phase 2 capital

projects are incorporated into the draft 2027–2032 Transit Development Plan, with adoption of both the TDP and final FMP anticipated in July 2026. Next steps include board adoption in July 2026, implementation of near-term priorities between 2026–2030, and long-term project delivery from 2035 through 2050.

C. FIVE MILE MOBILITY HUB STUDY PROJECT: UPDATE

Ms. Emily S. Poole, Chief Planning & Development Officer, introduced Mr. Brian Jennings, the Director of Community Development, to present the Five Mile Mobility Hub Study Project update. STA has contracted with Toole Design Group to evaluate the development of a mobility hub network within the Public Transportation Benefit Area (PTBA) and to identify options for a pilot hub at the Five Mile Park & Ride. The project began in February 2026. Staff summarized recent work completed since the previous Committee update. This work included a review of national mobility hub best practices, the first Technical Advisory Committee meeting on April 17, 2026, and development of a three-tier mobility hub typology consisting of regional, central, and local hubs. A “kit of parts” is being developed to define key features for each hub type and to continue ongoing analysis identifying potential hub locations based on transit connections, land use, and network benefits.

Ms. Bowers asked about accessibility at the Five Mile Park & Ride and if it can manage the continued expected growth. Chair Klitzke suggested STA presence at the Five Mile Neighborhood Council.

6. CEO REPORT

Bus Rodeo Last Weekend – Last weekend was our bus rodeo for Van and Coach Operators. More of the CEO report regarding the coordination of this, highlighting the winners and how that plays in with the state competition later this summer.

Sky Fest This Weekend – STA will provide its SkyFest Shuttle originating at the STA Plaza. The schedule is online. Shuttle will operate every 30 minutes until evening on both Saturday and Sunday.

Memo: Financial Information – There is a financial transparency memo that has been distributed to board members and will be posted on the Financial Information page on the STA website. The memo explains STA’s overall financial picture, including why the agency maintains reserves, how those reserves are used, and how debt factors into long-term planning.

7. COMMITTEE INFORMATION – *nothing presented*

8. REVIEW JULY 1, 2026, COMMITTEE MEETING AGENDA

The Committee reviewed the draft agenda for the upcoming July 1, 2026, Planning & Development Committee meeting. No changes were suggested at this time.

Chair Klitzke indicated she will not be able to attend the July 1, 2026, Planning & Development committee meeting. Ms. Pam Haley agreed to Chair in her place. Mr. Al French shared that he will not be able to attend this meeting. Ms. Sarah Dixit stated that she expects to be able to attend.

9. NEW BUSINESS -- *none*

10. COMMITTEE MEMBER EXPRESSIONS -- *none*

11. ADJOURN

With no further business to come before the Committee, Chair Klitzke adjourned the meeting at 10:38 a.m. commenting that these meetings are an efficient and effective use of members' time.

Respectfully submitted,

A handwritten signature in cursive script that reads "Vicki Clancy".

Vicki Clancy  
Executive Assistant to the Chief Planning & Development Officer

Spokane Transit Authority  
1230 West Boone Ave.  
Spokane, WA 99201

## PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE MEETING

Approved Minutes of June 3, 2026, Meeting

**Northside Conference Room  
1230 W Boone Avenue, Spokane, WA**

*In person meeting with optional virtual link*

### **COMMITTEE MEMBERS' PRESENT**

Tim Hattenburg, City of Spokane Valley\*  
Bill Campbell, City of Airway Heights (*Ex-Officio*)  
Dan Sander, City of Millwood (*Ex-Officio*)  
Josh Kerns, Spokane County  
Michael Cathcart, City of Spokane  
Zack Zappone, City of Spokane  
Karl Otterstrom, Chief Executive Officer

*\*Committee Chairman*

### **COMMITTEE MEMBERS' ABSENT**

### **STAFF PRESENT**

Brandon Rapez-Betty, Chief Operations Officer  
Carly Cortright, Chief Communications and  
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  
Molly Fricano, Executive Assistant to the COO

### **PROVIDING LEGAL COUNSEL**

Steve Lamberson, Etter, McMahon, Lamberson, Van  
Wert & Oreskovich, P.C.

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#### 1. CALL TO ORDER AND ROLL CALL

Chair Hattenburg called the meeting to order at 1:30 p.m. and roll call was conducted.

#### 2. COMMITTEE CHAIR REPORT

Chair Hattenburg had no report at this time.

#### 3. COMMITTEE APPROVAL

##### A. Minutes of May 6, 2026, Committee Meeting

**Mr. Zappone moved to approve the May 6, 2026, committee meeting minutes. Mr. Cathcart seconded, and the motion passed unanimously.**

#### 4. COMMITTEE ACTION (none)

##### A. Board Consent Agenda

#### 5. REPORTS TO COMMITTEE

##### A. 2026 First Quarter Year-to-Date Performance Measures

Mr. Rapez-Betty presented the 2026 First Quarter Year-to-Date Performance Measures Summary, noting that the full presentation is available on the STA website. Each performance measure aligns with a specific Spokane Transit priority, and these quantifiable benchmarks demonstrate the agency's commitment to accountability.

He highlighted significant improvements in both Fixed Route and Paratransit preventable accident rates, with the Fixed Route rate being the lowest in five years. These improvements may be attributed, in part, to telematics monitoring. Mr. Rapez-Betty also noted that STA is now fully staffed with Fixed Route drivers, resulting in more than 99% of scheduled service being consistently delivered.

Discussion followed regarding the increase in youth ridership alongside a decline in adult ridership, despite overall growth in fixed-route usage. This trend reflects a shift in rider demographics rather than a decrease in total ridership. It was noted that declining enrollment at Eastern Washington University and local community colleges is likely a major contributing factor.

Council Member Zappone suggested providing graduating students with a Connect Card for a subsidized period. This approach could help transition youth riders into long-term adult riders and support ridership continuity.

**B. Opportunity Fare Program Update**

Dr. Cortright provided a six-month update on the Opportunity Fare pilot. Open enrollment is performing well, with more than 300 participants, while the housing-based approach has experienced limited uptake despite ongoing outreach efforts. The program is having a positive impact on ridership, but financial impacts remain minimal and within the program cap.

Discussion focused on perceived enrollment barriers and limited data on incomplete applications. The committee emphasized the need to strengthen community partnerships and establish clear success metrics.

**C. 2026 Community Perception Survey Results Summary**

Dr. Cortright presented results from the 2026 Community Perception Survey conducted by ETC Institute in March and April of 2026, highlighting public awareness and views of STA services. The survey coincided with media coverage of the double-decker investigation, which may have influenced responses. The target sample size was 400 respondents, and a total of 460 surveys were completed.

There was an overall shift in how respondents rated the Spokane region's transportation system overall, with more positive evaluations and fewer respondents describing the system as fair compared to prior years.

It was also reported that just over half of respondents rated Spokane Transit as doing a good or excellent job providing service, reflecting a slight decline from the previous year but remaining within the margin of error, though negative ratings increased, likely tied to the double-decker incident.

There was a decrease from 2025 in perceived value across several key measures, including services for individuals with special mobility needs, overall value to the region, and support for low-income individuals requiring transportation. However, these measures still rated high and were consistent with years prior to 2025.

Concern was raised that, in the context of a ballot measure, many respondents indicated they did not know whether funds are being used appropriately, with many answering “don’t know,” highlighting the need for clearer transparency and communication to build public trust.

Overall, results reflect continued community support for transit, with opportunities to enhance communication, visibility, and public understanding. Even though results dipped slightly from 2025 to 2026, ratings remain higher than in 2023 and exceed the national average. A new rider survey in five months will help assess the impact of the Double Decker investigation.

Council Member Cathcart asked if ETC is able to provide customized benchmarking comparing transit systems with guaranteed funding to those without, and how their outcomes differ. Dr. Cortright stated she would ask.

#### 6. CEO REPORT

Mr. Otterstrom reported on the following topics:

The 2026 Community Perception Survey is available online at the Spokane Transit website. Last year was the first time the survey was made available on the STA website, making it more accessible for anyone reviewing meeting materials.

The STA Bus Rodeo took place the previous weekend, which was a successful event with strong participation. Photos and highlights will be shared at the next board meeting.

SkyFest will be taking place on June 6-7 at Fairchild Airforce Base. STA will be providing express shuttle service from downtown to Fairchild Air Force Base. Shuttles will run approximately every half hour, with the schedule available on the STA website.

There is a financial transparency memo that has been distributed to board members and will be posted on the Financial Information page on the STA website. The memo explains STA’s overall financial picture, including why the agency maintains reserves, how those reserves are used, and how debt factors into long-term planning.

#### 7. JULY 1, 2026 – COMMITTEE MEETING DRAFT AGENDA REVIEW

Council Member Zappone requested two future agenda items for discussion before year-end: bus wraps, including policy considerations and community partnerships, and special events/strategic partnerships.

The committee discussed potential advertising and sponsorship opportunities on bus wraps for revenue generation. Mr. Otterstrom noted that peer transit agencies are generally reducing advertising revenue expectations, as returns are typically modest outside major markets.

Regarding special event fares, Mr. Otterstrom confirmed they were previously reviewed annually but are now governed by a standard Special Event Fare Policy adopted by the Board. He suggested reviewing the 2027 events schedule to identify opportunities for community support.

Discussion also included an update on the potential partnership with the Spokane Public Facilities District (SPFD). STA is prepared to partner, but progress is on hold due to SPFD's ongoing procurement process. Mr. Otterstrom added that STA is also pursuing a partnership with the Spokane Chiefs.

8. NEW BUSINESS

9. COMMITTEE MEMBERS' EXPRESSIONS

10. ADJOURN

With no further business to come before the committee, Chair Hattenburg adjourned the meeting at 2:49pm.

The next committee meeting will be held on Wednesday, July 1, 2026, at 1:30 p.m. in person with a virtual Teams joining option.

Respectfully submitted,

*Molly Fricano*

Molly Fricano  
Executive Assistant to the Chief Operations Officer



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## Board Information

Meeting Date: July 16, 2026

Agenda Item: **13B**

**Presented To:** Board of Directors  
**Referral Committee:** Performance Monitoring & External Relations Committee  
**Title:** JUNE 2026 SALES TAX REVENUE  
**Submitted by:** Robert Hamud, Chief Financial Officer

**Purpose:** For information.

**Recommendation:** n/a

**Attachments and/or**

**Online Links:** n/a

**SUMMARY:** June sales tax revenue, which represents sales for April 2026, was:

- 5.4% above 2026 budget
- 3.0% above YTD 2026 budget
- 8.6% above 2025 actual
- 6.1% above YTD 2025 actual

Total taxable sales for April were up 8.0% from April 2025. 2026 YTD sales are up 6.3% compared with April 2025 YTD.

Retail, Construction and Accommodation and Food Services continue to be the top 3 rankings:

- Retail Trade increased by 3.0% or \$16.7M in April 2026 vs April 2025. Retail categories with the largest variances are as follows:
  - Other Misc. Retailers increased 8.9% or \$32.9M April 2026 YTD over 2025 YTD
  - Building Material and Supplies Dealers increased 5.8% or \$10.5M April 2026 YTD over 2025 YTD
  - Warehouse Clubs, Supercenters and Other General Merchandise Retailers increased 2.3% or \$6.4M April 2026 YTD over 2025
  - Used Merchandise Retailers increased 43.4% or \$5.4M April 2026 YTD over 2025 YTD
  - Electronics and Appliance Retailers increased 3.6% or \$4.9M April 2026 YTD over 2025 YTD
  - Furniture and Home Furnishings Retailers increased 8.9% or \$4.6M April 2026 YTD over 2025 YTD
  - Beer, Wine, and Liquor Retailers increased 54.0% or \$4.5M April 2026 YTD over 2025 YTD
  - Lawn and Garden Equipment and Supplies Retailers increased 33.6% or \$3.3M April 2026 YTD over 2025 YTD
  - Jewelry, Luggage, and Leather Goods Retailers increased 22.3% or \$3.1M April 2026 YTD over 2025 YTD
  - Automotive Parts, Accessories, and Tire Retailers decreased -5.0% or \$-4.7M April 2026 YTD over 2025 YTD
  - Automobile Dealers decreased -2.0% or \$-7.6M April 2026 YTD over 2025 YTD
- Construction increased by 1.7% or \$2.9M in April 2026 vs April 2025
- Accommodation and Food Services increased by 0.6% or \$0.7k in April 2026 vs April 2025





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| Board Information           |
|-----------------------------|
| Meeting Date: July 16, 2026 |
| Agenda Item: <b>13C</b>     |

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**Presented To:** Board of Directors  
**Referral Committee:** Performance Monitoring & External Relations Committee  
**Title:** MAY 2026 FINANCIAL RESULTS SUMMARY  
**Submitted by:** Robert Hamud, Chief Financial Officer

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**Purpose:** For information.

**Recommendation:** n/a

**Attachments and/or**

**Online Links:** MAY 2026 REVENUE & EXPENSE CHARTS

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**SUMMARY:** Attached are the May 2026 financial results. The charts are shown with a comparison to the YTD budgetary and prior year actual values.

Revenue

Overall, May year-to-date revenue is 6.5% (\$4.2M) higher than budget impacted by the following:

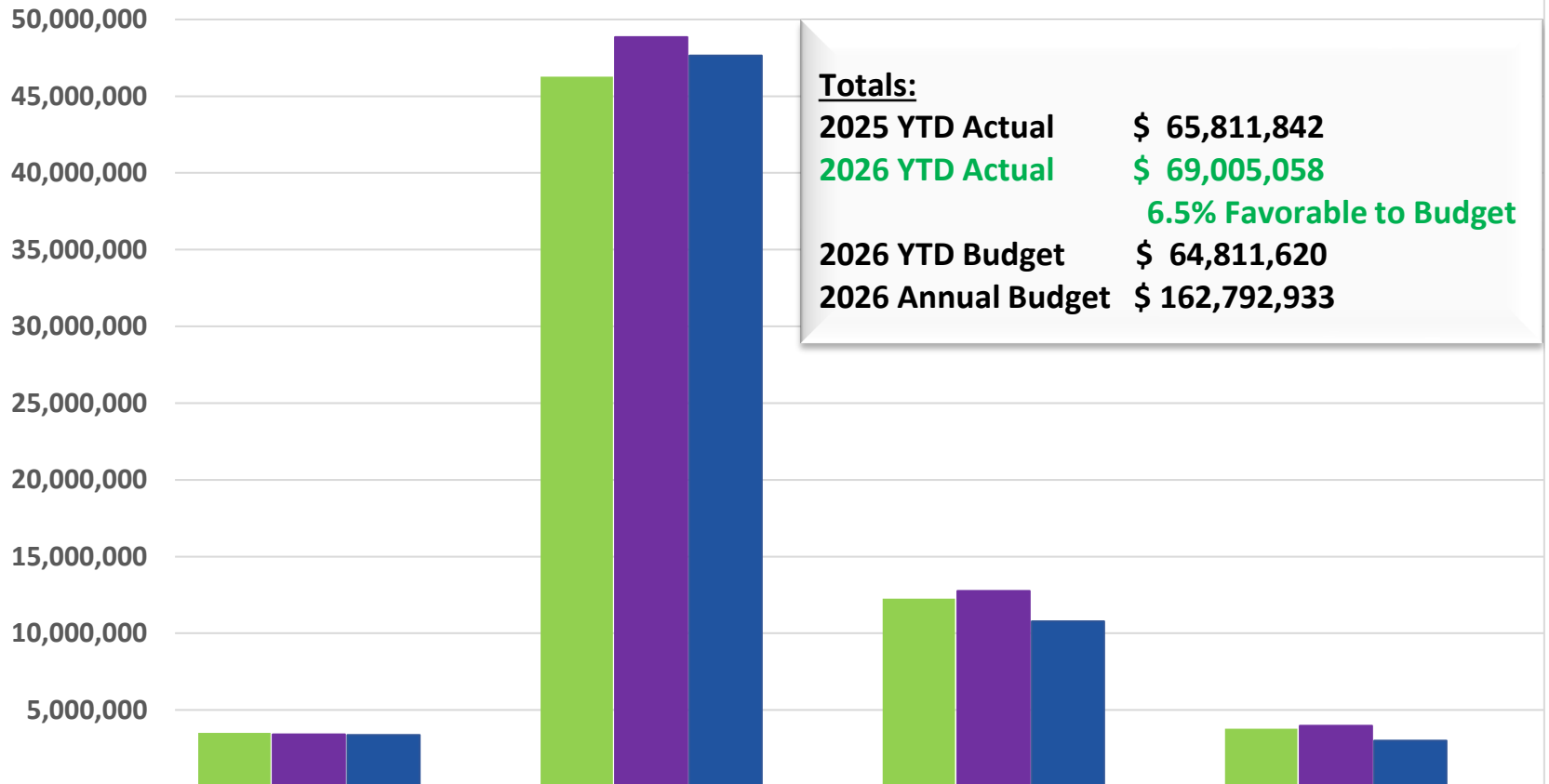
- Fares & Other Transit Revenue is 1.4% higher than budget
- Sales Tax Revenue is 2.5% higher than budget
- Federal & State Grant Revenue is 18.3% higher than budget
- Miscellaneous Revenue is 32.7% higher than budget

Operating Expenses

Overall, May year-to-date operating expenses are 6.3% (\$3.7M) lower than budget influenced by the timing of payments as follows:

- Fixed Route is 3.0% lower than budget
- Paratransit is 8.1% lower than budget
- Rideshare is 3.0% lower than budget
- Plaza is 28.9% lower than budget
- Administration is 12.0% lower than budget
- Mobility on Demand is 100.0% lower than budget

## Spokane Transit Revenues <sup>(1)</sup> - May YTD 2026

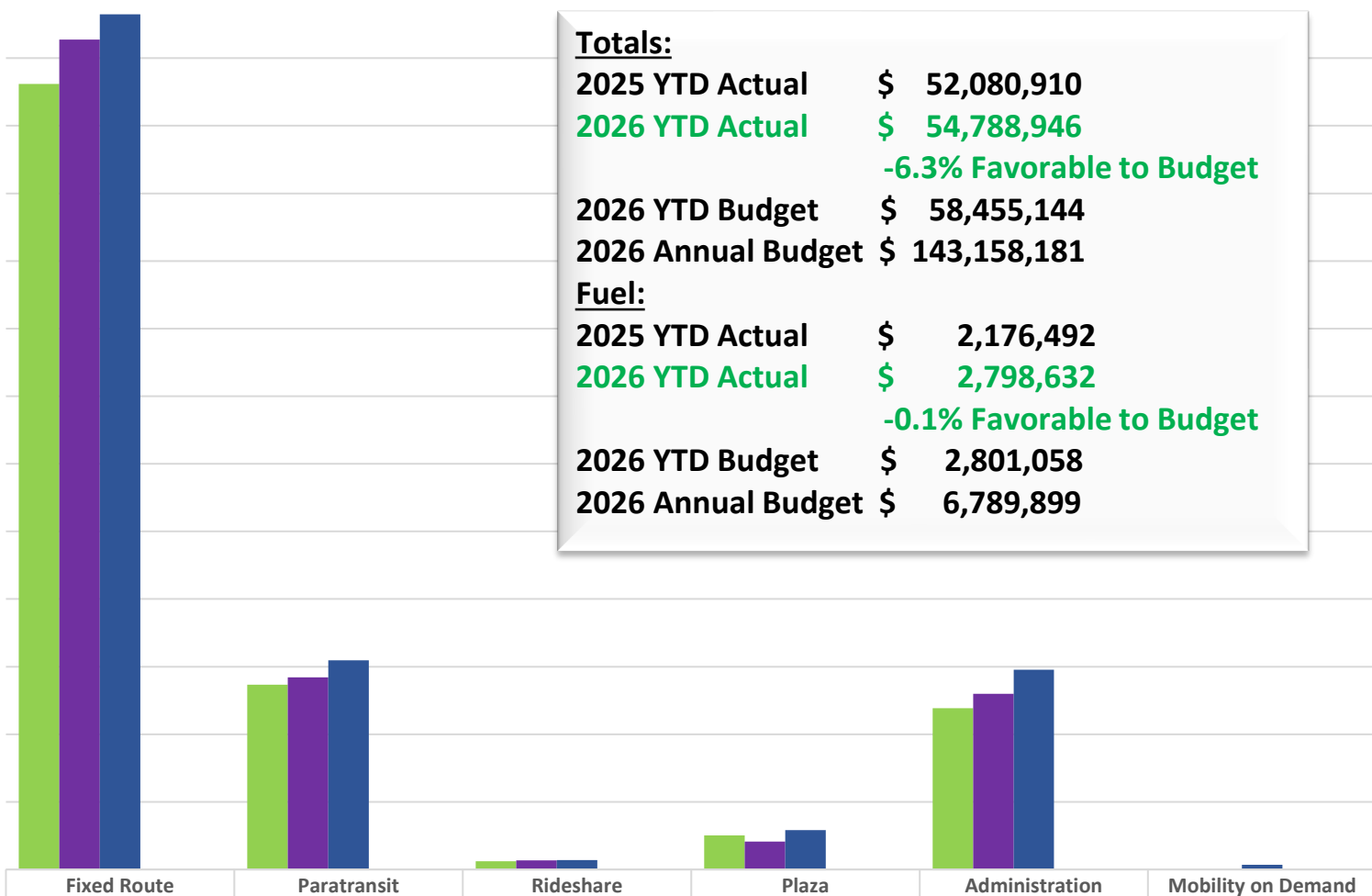


|                          | Fares & Other Transit Revenue | Sales Tax   | Federal & State Grants (2) | Miscellaneous |
|--------------------------|-------------------------------|-------------|----------------------------|---------------|
| 2025 YTD Actual          | 3,504,442                     | 46,269,253  | 12,247,960                 | 3,790,187     |
| 2026 YTD Actual          | 3,420,152                     | 48,853,743  | 12,750,744                 | 3,980,419     |
| 2026 YTD Budget          | 3,373,737                     | 47,657,330  | 10,779,926                 | 3,000,627     |
| 2026 YTD Budget Variance | 1.4%                          | 2.5%        | 18.3%                      | 32.7%         |
| 2026 Annual Budget       | 8,096,969                     | 121,622,638 | 25,871,822                 | 7,201,504     |

(1) Above amounts exclude grants used for capital projects. Year-to-date May state capital grant reimbursements total \$1,925,681 and federal capital grant reimbursements total \$0.

## Spokane Transit Operating Expenses<sup>(1)</sup> - May YTD 2026

39,000,000  
36,000,000  
33,000,000  
30,000,000  
27,000,000  
24,000,000  
21,000,000  
18,000,000  
15,000,000  
12,000,000  
9,000,000  
6,000,000  
3,000,000



### Totals:

2025 YTD Actual \$ 52,080,910  
2026 YTD Actual \$ 54,788,946  
-6.3% Favorable to Budget

2026 YTD Budget \$ 58,455,144  
2026 Annual Budget \$ 143,158,181

### Fuel:

2025 YTD Actual \$ 2,176,492  
2026 YTD Actual \$ 2,798,632  
-0.1% Favorable to Budget

2026 YTD Budget \$ 2,801,058  
2026 Annual Budget \$ 6,789,899

|                          | Fixed Route | Paratransit | Rideshare | Plaza     | Administration | Mobility on Demand |
|--------------------------|-------------|-------------|-----------|-----------|----------------|--------------------|
| 2025 YTD Actual          | 34,850,481  | 8,200,172   | 362,500   | 1,517,005 | 7,150,752      | -                  |
| 2026 YTD Actual          | 36,821,950  | 8,526,492   | 402,414   | 1,240,732 | 7,797,358      | -                  |
| 2026 YTD Budget          | 37,941,804  | 9,279,242   | 414,821   | 1,745,888 | 8,861,178      | 212,211            |
| 2026 YTD Budget Variance | -3.0%       | -8.1%       | -3.0%     | -28.9%    | -12.0%         | -100.0%            |
| 2026 Annual Budget       | 93,206,005  | 22,735,842  | 974,531   | 3,994,005 | 21,292,850     | 954,948            |

(1) Operating expenses exclude capital expenditures of \$7,646,076 and Cooperative/TOD projects of \$0 for year-to-date May 2026.



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| Board Information           |
|-----------------------------|
| Meeting Date: July 16, 2026 |
| Agenda Item: <b>13D</b>     |

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**Presented To:** Board of Directors  
**Referral Committee:** Performance Monitoring & External Relations Committee  
**Title:** MAY 2026 OPERATING INDICATORS  
**Submitted by:** Brandon Rapez-Betty, Chief Operations Officer

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**Purpose:** For information.  
**Recommendation:** n/a  
**Attachments and/or**  
**Online Links:** MAY 2026 OPERATING INDICATORS

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**SUMMARY:** The attached Staff Report includes the summary of Operational Key Performance Indicators for the month of May 2026.

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## SPOKANE TRANSIT AUTHORITY

**Staff Report:** Agenda Item **13D**

**Presented to:** Board of Directors

**SUBJECT:** May 2026 Operating Indicators

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There was one less number of weekdays in May 2026 compared to May 2025 (20 vs 21). On-time performance for Fixed Route was 88.4% and Paratransit 93.5%.

Recent reporting indicates a downward trend in adult ridership and UTAP-related metrics that is not consistent with overall ridership growth. Staff are actively analyzing underlying data sources and governance issues to validate the trend, identify root causes, and will report back once a clear and defensible explanation is established.

### FIXED ROUTE

| Ridership                            | May 2026       | May 2025       | % Change    | YTD 2026         |
|--------------------------------------|----------------|----------------|-------------|------------------|
| <b>Total Monthly Ridership</b>       | <b>943,036</b> | <b>935,534</b> | <b>0.8%</b> | <b>4,513,680</b> |
| Average Daily Ridership              | 37,773         | 36,538         | 3.4%        | 36,005           |
| Adult Ridership                      | 323,403        | 364,735        | -11.3%      | 1,624,188        |
| CCS Pass Ridership                   | 31,254         | 42,249         | -26.0%      | 162,908          |
| Eagle Pass Ridership                 | 24,705         | 28,992         | -14.8%      | 125,835          |
| Youth Ridership                      | 230,188        | 209,505        | 9.9%        | 1,047,010        |
| % of Ridership by Youth              | 24.4%          | 22.4%          | 2.0%        | 23.2%            |
| Reduced Fare / Paratransit Ridership | 115,868        | 118,422        | -2.2%       | 554,066          |

### PARATRANSIT

| Ridership                | May 2026 | May 2025 | Month/Month<br>% Change | Year/Year<br>% Change |
|--------------------------|----------|----------|-------------------------|-----------------------|
| Combined                 | 33,340   | 34,984   | -4.7%                   | -0.6%                 |
| Directly Operated        | 18,289   | 18,750   | -2.5%                   | 1.1%                  |
| Purchased Transportation | 15,051   | 16,234   | -7.3%                   | -2.6%                 |
| Special Use Van (SUV)    | 1,390    | 1,164    | 19.4%                   | 8.0%                  |

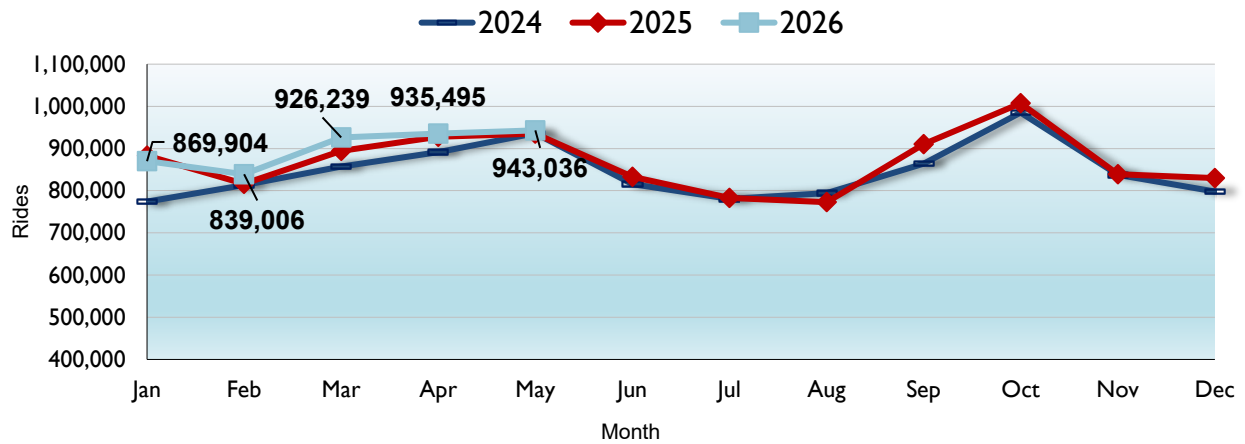
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**RIDESHARE**

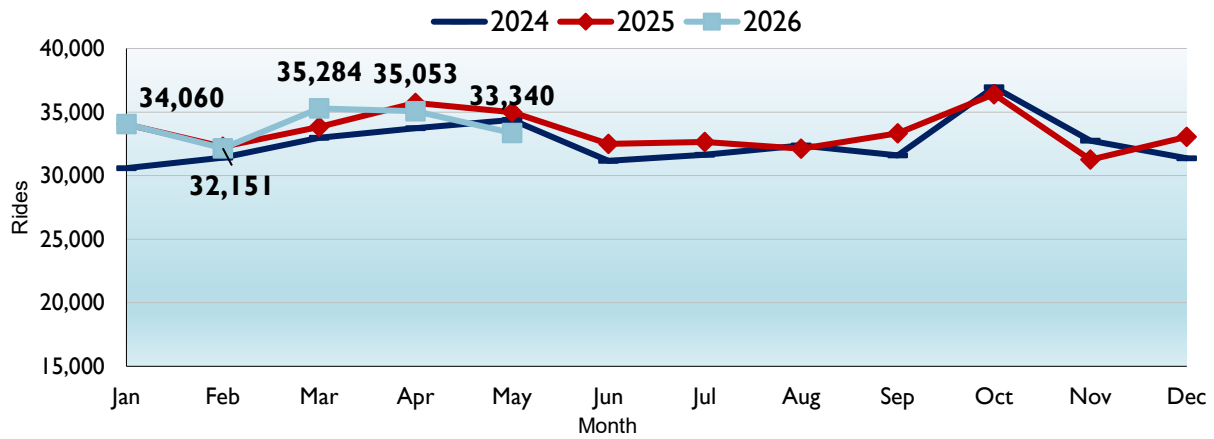
| Ridership                   | May 2026 | May 2025 | Month to Month %Change | Year to Year %Change |
|-----------------------------|----------|----------|------------------------|----------------------|
| Monthly Customer Trips      | 9,105    | 9,130    | -0.3%                  |                      |
| Year to Date Customer Trips | 46,423   | 43,780   |                        | 6.0%                 |
| Monthly Active Groups       | 93       | 88       | 5.7%                   |                      |
| Unique Riders               | 431      | 411      | 4.9%                   | 2.9%                 |
| Riders per Vehicle          | 4.63     | 4.67     | -0.9%                  | 2.9%                 |

| Group Formations and Folds                                                                                             |
|------------------------------------------------------------------------------------------------------------------------|
| Airway Heights Correction, One Lakeland Village group started<br>One Fairchild (JPRA) group closed due to lack of use. |

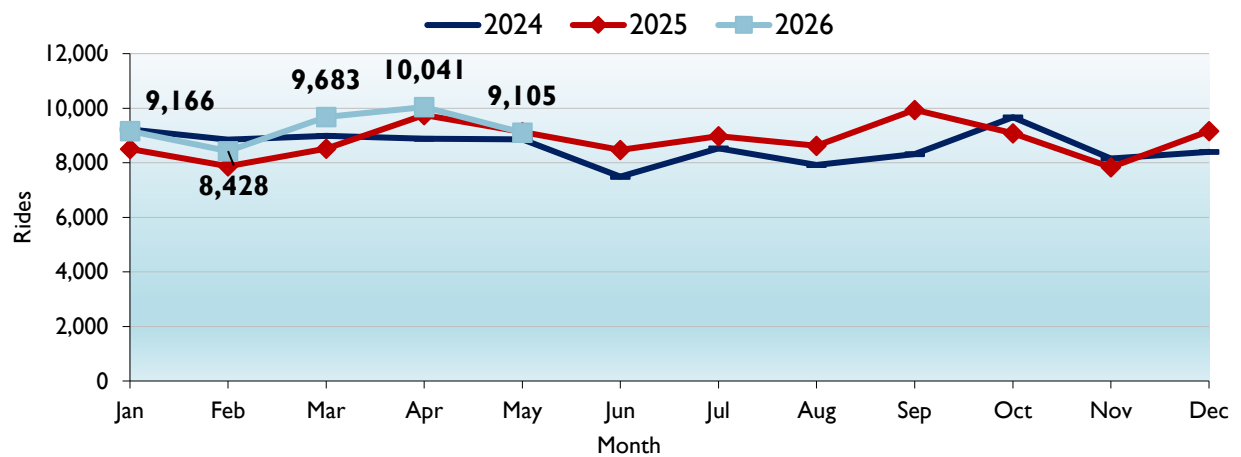
## FIXED ROUTE RIDERSHIP



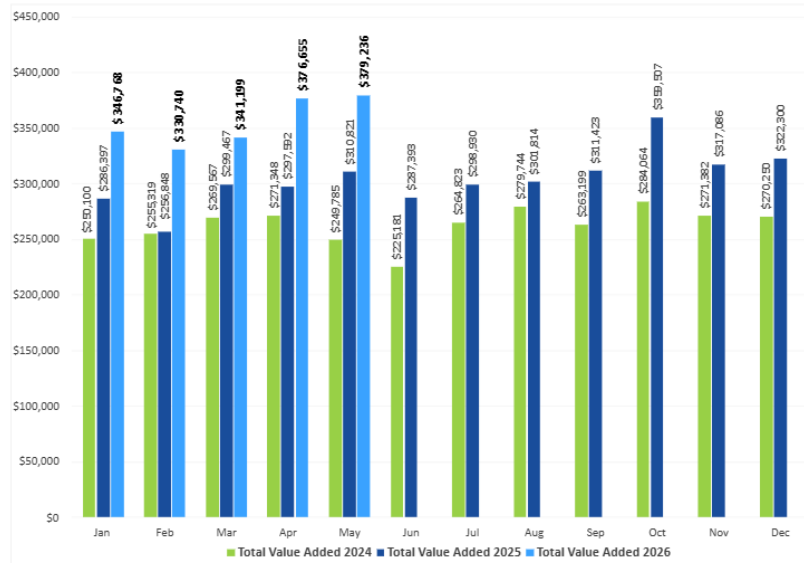
## PARATRANSIT RIDERSHIP



## RIDESHARE RIDERSHIP

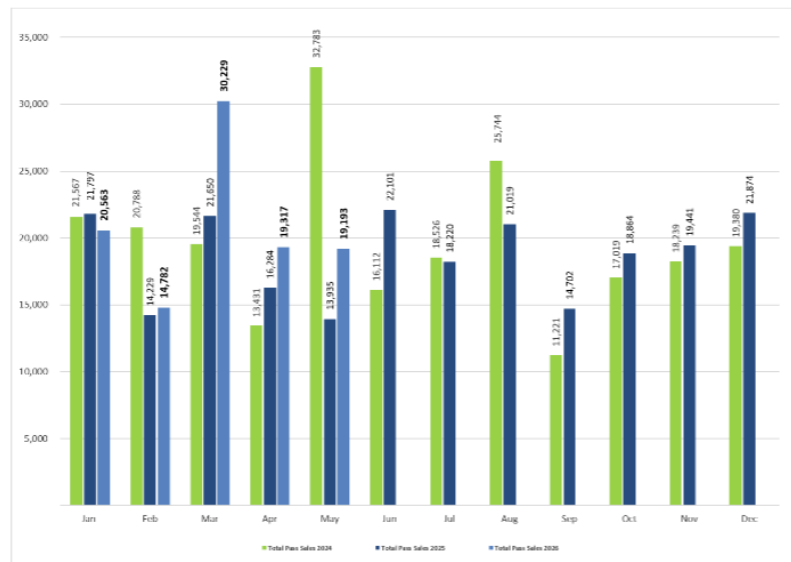


## MONTHLY VALUE ADDED TO CONNECT CARDS



|                           | 2024 YTD            | 2025 YTD            | 2026 YTD            | YTD % Change |
|---------------------------|---------------------|---------------------|---------------------|--------------|
| Autoload                  | \$ 69,891           | \$ 84,081           | \$ 72,818           | -13.4%       |
| Call Center               | \$ 35,982           | \$ 43,459           | \$ 44,235           | 1.8%         |
| Customer Service Terminal | \$ 316,192          | \$ 308,233          | \$ 278,026          | -9.8%        |
| Customer Website          | \$ 108,263          | \$ 104,353          | \$ 104,038          | -0.3%        |
| Mobile Ticketing          | \$ 561,751          | \$ 579,496          | \$ 574,676          | -0.8%        |
| Institutional Website     | \$ 107,449          | \$ 138,914          | \$ 430,142          | 209.6%       |
| Open Payments             | \$ 77,968           | \$ 172,800          | \$ 248,984          | 44.1%        |
| Retail                    | \$ 18,623           | \$ 19,789           | \$ 21,679           | 9.6%         |
| <b>Total</b>              | <b>\$ 1,296,118</b> | <b>\$ 1,451,126</b> | <b>\$ 1,774,597</b> | <b>22.3%</b> |

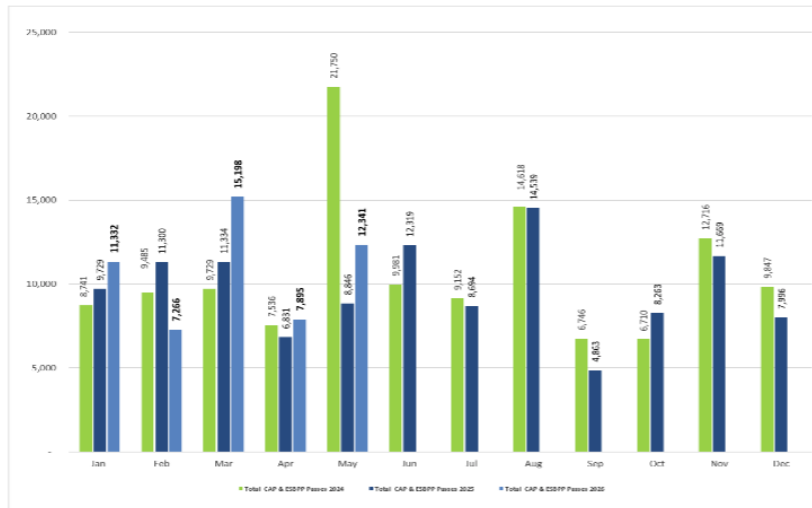
## MONTHLY PASSES SOLD ON THE CONNECT SYSTEM



|                                | 2024 YTD       | 2025 YTD      | 2026 YTD       | YTD % Change |
|--------------------------------|----------------|---------------|----------------|--------------|
| 1-Ride                         | 39,695         | 30,300        | 39,978         | 31.9%        |
| 7-Day                          | 1,784          | 2,368         | 1,665          | -29.7%       |
| Day Pass                       | 60,075         | 48,825        | 56,157         | 15.0%        |
| Stars & Stripes/ Honored Rider | 249            | 223           | 155            | -30.5%       |
| Opportunity Monthly            |                |               | 5              | 100.0%       |
| Paratransit Monthly            | 192            | 178           | 164            | -7.9%        |
| Shuttle Park                   | 617            | 385           | 377            | -2.1%        |
| 31-Day Rolling                 | 5,501          | 5,616         | 5,583          | -0.6%        |
| <b>Total</b>                   | <b>108,113</b> | <b>87,895</b> | <b>104,081</b> | <b>18.4%</b> |

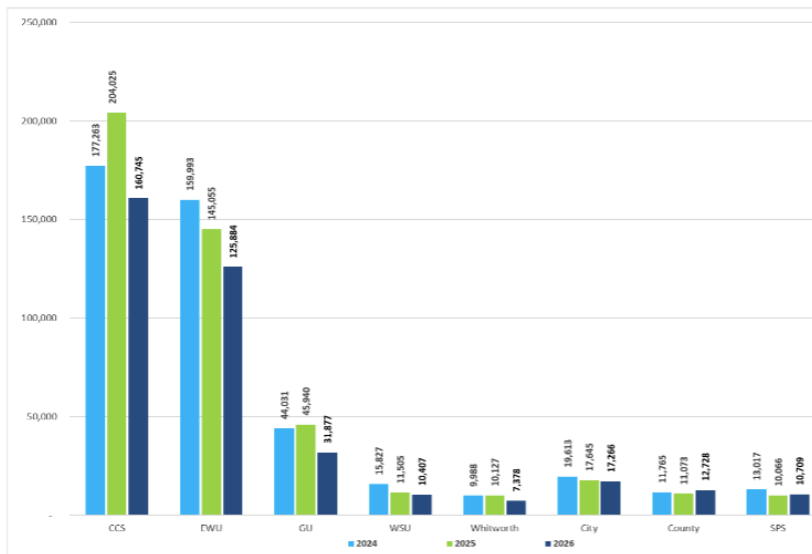


## COMMUNITY ACCESS AND EMPLOYER SPONSORED PASS SALES (Included in Total Passes Sold)



|                             | 2024 YTD      | 2025 YTD      | 2026 YTD      | YTD % Change |
|-----------------------------|---------------|---------------|---------------|--------------|
| 1-Ride CAP                  | 20,897        | 16,865        | 18,708        | 10.9%        |
| Day Pass CAP                | 34,097        | 29,002        | 33,352        | 15.0%        |
| Employer Sponsored Bus Pass | 2,247         | 2,173         | 1,972         | -9.2%        |
| <b>Total</b>                | <b>57,241</b> | <b>48,040</b> | <b>54,032</b> | <b>12.5%</b> |

## MAY YTD UNIVERSAL TRANSIT ACCESS PASS (UTAP) RIDES



|                        | 2024 YTD       | 2025 YTD       | 2026 YTD       | YTD % Change  |
|------------------------|----------------|----------------|----------------|---------------|
| CCS                    | 177,263        | 204,025        | 160,745        | -21.2%        |
| EWU                    | 159,993        | 145,055        | 125,884        | -13.2%        |
| GU                     | 44,031         | 45,940         | 31,877         | -30.6%        |
| WSU                    | 15,827         | 11,505         | 10,407         | -9.5%         |
| Whitworth              | 9,988          | 10,127         | 7,378          | -27.1%        |
| City                   | 19,613         | 17,645         | 17,266         | -2.1%         |
| County                 | 11,765         | 11,073         | 12,728         | 14.9%         |
| Spokane Public Schools | 13,017         | 10,066         | 10,709         | 6.4%          |
| <b>Total</b>           | <b>451,497</b> | <b>455,436</b> | <b>376,994</b> | <b>-17.2%</b> |



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| Board Information           |
|-----------------------------|
| Meeting Date: July 16, 2026 |
| Agenda Item: 13E            |

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**Presented To:** Board of Directors

**Referral Committee:** Planning & Development Committee

**Title:** DIVISION STREET BUS RAPID TRANSIT: DESIGN AND PUBLIC OUTREACH UPDATE

**Submitted by:** Emily S. Poole, Chief Planning & Development Officer  
Don Skillingstad, Senior Project Manager

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**Purpose:** For information.

**Recommendation:** n/a

**Attachments and/or Online Links:** DIVISION STREET BUS RAPID TRANSIT: DESIGN AND PUBLIC OUTREACH UPDATE

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**SUMMARY:** Division Street Bus Rapid Transit (BRT) is currently in the project development phase. The purpose of this report is to highlight current design and public outreach activities for this important regional project. Staff presented an update to the July 1, 2026, Planning & Development Committee meeting.

## SPOKANE TRANSIT AUTHORITY

**Staff Report:** Agenda Item **13E**

**Presented to:** Board of Directors

**SUBJECT:** DIVISION STREET BUS RAPID TRANSIT: DESIGN AND PUBLIC OUTREACH UPDATE

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**SUMMARY:** Division Street Bus Rapid Transit (BRT) is envisioned to be the second BRT line in the Spokane region, extending from Downtown Spokane along the Division Street Corridor for approximately ten miles to the Mead area. The project is identified in the region's Metropolitan Transportation Plan and has garnered state legislative and financial support as a complementary investment to the North Spokane Corridor (NSC). The Board approved Minimum Operable Segment (MOS), Resolution No. 843-25 dated July 24, 2025, is scheduled to begin revenue service in 2030 with future phases to follow.

**UPDATES:** The following provides a general update on the public outreach and project design. During the committee meeting, staff will present detailed information on ongoing outreach and design activities.

### **Project Outreach Update**

Since the last Committee and Board update in April 2026, the project team has continued public outreach efforts as needed. Staff toured the basement of the business adjacent to the station at North Division Street and West Buckeye Avenue to discuss potential construction impacts. It was decided by the project team that an alternate station location was warranted. A letter will be sent to landowners adjacent to the stations in July providing an update on the project design and including a request to meet with the landowners to answer any questions. The next round of neighborhood outreach will begin this fall and carry into the winter.

The station artwork and neighborhood identification project is ongoing and the prospectus is complete. A public solicitation and call for artists will be issued in July.

### **Project Design Update**

Project design activities continue to move forward. The project team continues to develop the 60% design packages for submittal to agencies for review. The final 60% design package will be submitted in July, and the team will begin working on the 90% design phase. The 60% architectural plans for the station amenities have been completed.

The team continues to hold regular design meetings internally and with agency partners.

The team is scoping an addendum to the traffic impact analysis which will analyze transit signal priority (TSP) implementation throughout the Division Street corridor once operating parameters are developed by the City of Spokane.

The Federal Transit Administration (FTA) continues to review the NEPA environmental package, and staff are addressing comments and questions by FTA. The final Cultural Resources report has been submitted to FTA and the Washington State Department of Historic Preservation.

The FTA continues to review the ratings and risk and readiness packages. The team meets monthly with FTA to provide a project update and receive feedback. Staff continue to work closely with the Project Management Oversight Contractor (PMOC) to address questions and comments on both submittal packages.



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## Board Information

Meeting Date: July 16, 2026

Agenda Item: **13F**

**Presented To:** Board of Directors  
**Referral Committee:** Planning & Development Committee  
**Title:** WELLESLEY CORRIDOR DEVELOPMENT PLAN: ANALYSIS AND ENGAGEMENT UPDATE  
**Submitted by:** Emily S. Poole, Chief Planning & Development Officer  
Mike Tresidder, Senior Transit Planner

**Purpose:** For information.  
**Recommendation:** n/a  
**Attachments and/or Online Links:** WELLESLEY CORRIDOR DEVELOPMENT PLAN: ANALYSIS AND ENGAGEMENT UPDATE REPORT

**SUMMARY:** Route 33 Wellesley has been identified as a future High-Performance Transit (HPT) investment in both *Connect Spokane* (STA's comprehensive plan) and *Connect 2035* (STA's strategic plan). The first step in recognizing Route 33 Wellesley as an HPT route is to complete a corridor development plan (CDP) for approval by the Board. At the July 1, 2026, Planning & Development Committee meeting, staff presented an update on the initial analysis and evaluation of stops for infrastructure improvements, followed by a brief review of the second round of community engagement and look ahead at next steps.

## SPOKANE TRANSIT AUTHORITY

**Staff Report:** Agenda Item **13F**

**Presented to:** Board of Directors

**SUBJECT:** WELLESLEY CORRIDOR DEVELOPMENT PLAN: ANALYSIS AND ENGAGEMENT UPDATE REPORT

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Route 33 Wellesley has been identified as a future High Performance Transit (HPT) investment in both *Connect Spokane* and in *Connect 2035*. In *Connect Spokane*, Route 33 is identified as a future HPT route in the policy HP 4.0 High Performance Transit Network map, which is the foundation, framework, and basis for future service improvements. In *Connect 2035*, the upgrade of Route 33 Wellesley to a High Performance Transit Line was identified as an initiative under Goal 1 – Elevate the Customer Experience.

Route 33 Wellesley is an important crosstown route traveling from Spokane Falls Community College (SFCC) to Spokane Community College (SCC) and passing through several diverse neighborhoods and commercial corridors. The first step in recognizing Route 33 Wellesley as an HPT line is to complete a corridor development plan for approval by the Board. STA was awarded \$630,000 in Spokane Regional Transportation Council (SRTC) CMAQ grant funds for planning, engineering, and design activities for the Wellesley Corridor Development Plan.

For the second round of community engagement, staff re-visited the neighborhood councils in June and July 2026 along the corridor, including:

- Nevada Heights Neighborhood Council
- Hillyard Neighborhood Council
- Whitman Neighborhood Council
- Bemiss Neighborhood Council
- North Hill Neighborhood Council
- *Minnehaha Neighborhood Council (visit occurring July 2026)*

The second round of engagement with the neighborhoods focused on the results of the initial analysis and evaluation of stops for infrastructure improvements. Discussion was positive, with supportive feedback on the proposed improvements. Staff will review the analysis results, as well as the community response with the Committee.

Additional outreach during this round included a public presentation of the Corridor Development Planning process and findings to date at the City of Spokane’s Plan Commission.

The project schedule for the Wellesley Corridor Development Plan follows in Table 1 below.

Table 1-Wellesley Corridor Development Plan Schedule

| <b>Timeframe</b>                    | <b>Activities</b>                                                                                                          | <b>Audience</b>                                                 |
|-------------------------------------|----------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| <b>November 2025</b>                | Introduced project, corridor development planning process, and engagement plan                                             | P&D Committee                                                   |
| <b>November 2025 – January 2026</b> | Write background and existing conditions sections; develop engagement materials                                            | N/A                                                             |
| <b>February 2026</b>                | Brief on existing conditions and scheduled engagement activities                                                           | P&D Committee                                                   |
| <b>February/March 2026</b>          | Engagement Round 1: Focus on existing conditions, desired outcome from transit and transit stops, and potential trade-offs | Neighborhood groups<br>Trip generators<br>City of Spokane staff |
| <b>April 2026</b>                   | Update on Engagement Round 1 to date<br>Preview of infrastructure analysis method                                          | P&D Committee                                                   |
| <b>April 2026 – May 2026</b>        | Continued Round 1 engagement<br>Develop concepts for stops and stop locations                                              | Neighborhood groups                                             |
| <b>June 2026</b>                    | Engagement Round 2: Focus on potential concepts and trade-offs                                                             | Same as Engagement Round 1                                      |
| <b>June 2026</b>                    | Apply for Regional Mobility Grant                                                                                          | N/A                                                             |
| <b>July 2026</b>                    | Update on Engagement Round 2                                                                                               | P&D Committee                                                   |
| <b>July-August 2026</b>             | Finish draft plan                                                                                                          | N/A                                                             |
| <b>September 2026</b>               | Review draft plan                                                                                                          | P&D Committee                                                   |
| <b>September 2026</b>               | Engagement Round 3: Review recommendations                                                                                 | Neighborhood groups                                             |
| <b>October 2026</b>                 | Report on engagement Round 3                                                                                               | P&D Committee                                                   |
| <b>October 2026</b>                 | Public Hearing                                                                                                             | STA Board                                                       |
| <b>November 2026</b>                | Recommendation for adoption                                                                                                | P&D Committee                                                   |
| <b>November 2026</b>                | Adoption                                                                                                                   | STA Board                                                       |



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| Board Information           |
|-----------------------------|
| Meeting Date: July 16, 2026 |
| Agenda Item: <b>13G</b>     |

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**Presented To:** Board of Directors  
**Referral Committee:** Planning & Development Committee  
**Title:** GREEN TRANSPORTATION GRANT: PROJECT INFORMATION  
**Submitted by:** Emily S. Poole, Chief Planning & Development Officer  
Tara Limon, Principal Transit Planner

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**Purpose:** For information.

**Recommendation:** n/a

**Attachments and/or**

**Online Links:** n/a

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**SUMMARY:** On May 19, 2026, Washington State Department of Transportation (WSDOT) announced the notice of funding opportunity for the competitive Green Transportation Grant for the 2027-2029 biennium. Green Transportation Capital grants provide funding to transit agencies for cost-effective capital projects that reduce the carbon intensity of the Washington transportation system. Examples of eligible projects include the purchase of electric vehicles, new facilities or equipment for fleet electrification and/or hydrogen fueling, and zero-emission fleet transition planning activities. Applications are due August 18, 2026. Spokane Transit has identified two projects eligible to apply for the Green Transportation Grant opportunity. Board action is not required to pursue either grant opportunity since the projects are already included in an approved Capital Improvement Program (*Connect Spokane*, section 1.2.5 Grants).

The first project is the purchase of three electric battery-electric buses. The three buses are planned in the Capital Improvement Program (CIP) for arrival in 2029 as diesel coaches. Per the amendments to *Connect 2035* adopted by the Board in Resolution 854-26, STA may increase the number of electric buses in the fleet pursuant to grant funding opportunities. The Green Transportation Grant provides the funding opportunity to purchase three electric coaches. The purchase of the three buses is in the adopted CIP; therefore, Spokane Transit will seek a match rate of 80% state and 20% local match rate with a total project cost estimated at \$4.4 million.

The second project identified for the WSDOT Green Transportation Grant opportunity is the purchase of five fixed non-revenue support vehicles and ten electric vehicle AC Level 2 chargers; this includes five replacement chargers and five expansion chargers. Spokane Transit will partner with Avista to install the charging infrastructure. Spokane Transit will seek a match rate of 80% state and 20% local match with a total project cost of approximately \$440,000.



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Executive Session

Meeting Date: July 16, 2026

Agenda Item: **14**

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

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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 Board will adjourn to Executive Session, for the following purpose:

*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 STA Board of Directors will reconvene in open session at approximately 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.