

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

BOARD OPERATIONS COMMITTEE MEETING

Minutes of the March 12, 2025, Meeting

Spokane Transit Authority, 1230 W. Boone Avenue, Spokane, WA
w/ Virtual Public Viewing Option

MEMBERS PRESENT

Pam Haley, City of Spokane Valley, *Chair*
Lance Speirs, Small Cities Representative
(Medical Lake), *Chair Pro Tempore*
Kitty Klitzke, City of Spokane
Al French, Spokane County
Tim Hattenburg, City of Spokane Valley
Non-Voting
Karl Otterstrom, Interim Co-CEO,
Ex Officio
Brandon Rapez-Betty, Interim Co-CEO,
Ex Officio

STAFF PRESENT

Carly Cortright, Chief Communications &
Customer Service Officer
Kade Peterson, Chief Information Officer
Nancy Williams, Chief Human Resources Officer
Tammy Johnston, Interim Chief Financial Officer
Dana Infalt, Sr. Executive Assistant to the Chief
Executive Officer
Amie Blain, Executive Assistant to the Chief Financial
Officer and Chief Information Officer

MEMBERS ABSENT

None

PROVIDING LEGAL COUNSEL

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

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

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

2. **APPROVE COMMITTEE AGENDA**

Ms. Klitzke moved to approve the agenda as presented. Mr. Speirs seconded, and the motion passed unanimously.

3. **CHAIR'S COMMENTS**

None

4. **COMMITTEE ACTION**

A. **February 12, 2025, Committee Meeting Minutes**

Ms. Klitzke moved to approve the February 12, 2025, Committee meeting minutes as submitted. Mr. Speirs seconded, and the motion passed unanimously.

5. COMMITTEE ACTION

A. Consent Agenda

i. Sprague Line Right of Way Acquisition

Mr. Otterstrom presented this item to the Committee.

Mr. Speirs moved to recommend the Board approve, by motion, the real property acquisition and associated easements between Costco Wholesale Corporation and Spokane Transit for a portion of Spokane County Parcel #35144.0114 for a total of \$38,170.00 and authorize the Interim Co-CEOs to execute closing documents on behalf of Spokane Transit. Ms. Klitzke seconded, and the motion passed unanimously.

6. BOARD OPERATIONS POLICY REVIEW CYCLE

Ms. Clark presented this item to the Committee. Ms. Clark confirmed the Public Transportation Improvement Conference (PTIC) will need to remain on schedule to be reviewed in 2026 due to this requirement being based on population counts from the most recent census data instead of where boundaries are drawn. However, additional review cycles are allowed within each four-year timeframe as desired. Ms. Clark also noted that STA's legal counsel monitors legislation to determine potential statutory changes.

7. COMMITTEE CHAIR REPORTS

A. Tim Hattenburg, Chair, Planning & Development (P&D)

Mr. Hattenburg shared the items presented at the Planning & Development Committee meeting on March 5, 2025.

B. Lance Speirs, Chair, Performance Monitoring & External Relations

Mr. Speirs and Mr. Rapez-Betty shared the items presented at the Performance Monitoring & External Relations meeting on March 5, 2025.

8. BOARD OF DIRECTORS AGENDA MARCH 20, 2025

Item 8A. *2025 Operating Budget Amendment: Battery Electric Bus Vehicle Maintenance: Resolution* will be moved to the consent agenda.

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

9. BOARD OPERATIONS COMMITTEE DRAFT AGENDA APRIL 9, 2025

Mr. Otterstrom addressed Ms. Klitzke's upcoming absence for the Board Operations Committee meeting in April and noted the light agenda.

10. CEO REPORT

The Co-CEOs shared the February 2025 voter-approved sales tax revenues representing December 2024 sales. Actual was \$10.6M, compared to the budget of \$10.2M, for a 3.9% difference, or \$0.4M. Year-to-date results are 0.02% below budget.

The Co-CEOs presented the following items:

- STA's 44th Birthday
- March 5th CIG Fly-In
 - Mr. French attended this event on behalf of STA and briefed the Committee.
- State Transportation Budget Update
- Prospective NSC Funding Coalition
 - GSI is organizing a coalition of business of local government to advocate for protecting funding for the North Spokane Corridor
 - After discussion, the Committee agreed to participate in the coalition
 - If a formal agreement is required, it would be brought to the full STA Board for approval

11. NEW BUSINESS

None

12. EXECUTIVE SESSION

Chair Haley advised the purpose of the Executive Session was in accordance with RCW 42.30.110(1)(b); *"considering the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price."*

The Committee entered Executive Session at 2:07 p.m., with a 10-minute projected timeframe. At 2:14 p.m., the Executive Session ended and the meeting was called back into open session.

13. ADJOURN

With no further business to come before the Committee, Chair Haley adjourned the meeting at 2:14 p.m.

Respectfully submitted,

Amie Blain

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