



December 10, 2025

Mayor Kevin Freeman
City of Millwood
9103 E Frederick Ave
Millwood, WA 99206

Dear Mayor Freeman:

In accordance with existing STA Bylaws (Article II, Section 2.1a and Section 2.3), the smaller cities within the boundaries of the Public Transportation Benefit Area (PTBA) rotate the appointment of their one STA Board voting member every two years. The City of Medical Lake is in rotation as the voting member from January 1, 2025, through December 31, 2026.

The remaining four small cities (Liberty Lake, Millwood, Airway Heights, and Cheney) may each appoint an ex-officio Board member to the STA Board. The Liberty Lake City Council needs to appoint an elected official to serve as an ex-officio member of the STA Board of Directors for a one-year term beginning January 1, 2026. Currently, the 2025 Board member is Dan Sander.

An alternate ex-officio member may also be appointed to attend the meeting if the City of Millwood representative is unable to attend.

If possible, I would like to receive written acknowledgment of the appointment by legislative action by early January, in order to announce the appointment at the January 2026 Board meeting.

Thank you for your assistance.

Sincerely,

A handwritten signature in blue ink that reads 'Dana Infalt'.

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

cc: Mayor Pam Haley, City of Spokane Valley, Chair
Mayor-Elect, Shawna Beese, City of Millwood