

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

## PLANNING AND DEVELOPMENT COMMITTEE MEETING

Wednesday, February 2, 2022

10:00 a.m. – 11:30 a.m.

**Via Video Conference**

**Committee Members:** [Click here to join the meeting](#)

**General Public:** [Click here to view the meeting](#)

**Audio Conference:** Call the number below and enter the access code.  
+1-408-418-9388 | Access code: 2480 305 3332

### AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report (*5 minutes*)
3. Committee Action (*5 minutes*)
  - A. Minutes of the December 1, 2021 Committee Meeting -- *Corrections/Approval*
4. Committee Action
  - A. Board Consent Agenda  
(*No items being presented this month.*)
  - B. Board Discussion Agenda  
(*No items being presented this month.*)
5. Reports to Committee (*50 minutes*)
  - A. Review 2022 Planning and Development Committee Work Program (*Otterstrom*)
  - B. Transit Development Plan 2023-2028 Overview (*Otterstrom*)
  - C. *Connect Spokane*: Phase I Draft Revisions Review (*Otterstrom*)
  - D. I-90 / Valley High Performance Transit Corridor Planning: Alternatives and Public Outreach (*Otterstrom*)
6. CEO Report (*15 minutes*)
7. Committee Information
8. March 2, 2022 Committee Meeting Draft Agenda Review (*5 minutes*)
9. New Business (*5 minutes*)
10. Committee Members' Expressions (*5 minutes*)
11. Adjourn

Next Committee Meeting: Wednesday, March 2, 2022, 10:00 a.m. via Webex.

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting at the STA's website: [www.spokanetransit.com](http://www.spokanetransit.com). Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend and participate.

Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act. For more information, see [www.spokanetransit.com](http://www.spokanetransit.com). Upon request, alternative formats of this information will be produced for people who are disabled. The meeting facility is accessible for people using wheelchairs. For other accommodations, please call 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.

**SPOKANE TRANSIT AUTHORITY**  
**PLANNING AND DEVELOPMENT COMMITTEE MEETING**

February 2, 2022

**AGENDA ITEM 2**: COMMITTEE CHAIR REPORT

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Al French, Chair, Planning and Development Committee

---

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

**RECOMMENDATION TO COMMITTEE:** N/A

**SPOKANE TRANSIT AUTHORITY**  
**PLANNING AND DEVELOPMENT COMMITTEE MEETING**

February 2, 2022

**AGENDA ITEM 3A** : MINUTES OF THE DECEMBER 1, 2021 COMMITTEE MEETING

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Vicki Clancy, Executive Assistant, Planning and Development

---

**SUMMARY:** Draft Minutes of the December 1, 2021 Planning and Development Committee meeting are attached for your information, corrections and/or approval.

**RECOMMENDATION TO COMMITTEE:** Corrections and/or approval.

**COMMITTEE ACTION:**

**RECOMMENDATION TO THE BOARD:**

**FINAL REVIEW FOR BOARD BY:**

Division Head \_\_\_\_\_ Chief Executive Officer \_\_\_\_\_ Legal Counsel \_\_\_\_\_

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

## **PLANNING AND DEVELOPMENT COMMITTEE MEETING**

**DRAFT** Minutes of the December 1, 2021, Board Meeting  
Via Video Conference

### **MEMBERS PRESENT**

Al French, Spokane County – *Chair*  
Candace Mumm, City of Spokane  
Karen Stratton, City of Spokane  
E. Susan Meyer, Chief Executive Officer  
*Ex Officio*

### **MEMBERS ABSENT**

Tim Hattenburg, City of Spokane Valley  
Dan Sanders, Small Cities Representative  
(Millwood) *Ex Officio*  
Mike Kennedy, Small Cities Representative  
(Liberty Lake) *Ex Officio*

### **STAFF PRESENT**

Karl Otterstrom, Director of Planning & Development  
Brandon Rapez-Betty, Director of Communications  
& Customer Service  
Monique Liard, Chief Financial Officer  
Nancy Williams, Director of Human Resources &  
Labor Relations  
Vicki Clancy, Executive Assistant to the Director of  
Planning and Development

### **PROVIDING LEGAL COUNSEL**

Laura McAloon, McAloon Law PLLC

---

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

Ms. Candace Mumm called the meeting to order at 10:00 a.m. and Ms. Vicki Clancy conducted roll call. Chair Al French joined shortly after.

#### 2. COMMITTEE CHAIR REPORT

*(No items being presented this month.)*

#### 3. COMMITTEE ACTION

##### A. MINUTES OF THE NOVEMBER 3, 2021 COMMITTEE MEETING

**Ms. Karen Stratton moved to approve the November 3, 2021 Planning and Development Committee meeting minutes. Ms. Candace Mumm seconded, and the motion was approved unanimously.**

##### B. FINALIZE 2022 PLANNING AND DEVELOPMENT COMMITTEE WORK PROGRAM

Mr. Karl Otterstrom presented. According to STA Board Resolution 681-11, adopted at the September 21, 2011, STA Board meeting, the Planning and Development Committee is accountable for designing and coordinating the Board's participation in STA strategic and operational planning, including annual budget preparation.

*10:06 am – Chair Al French joined the meeting.*

The proposed work program identifies recurring committee work and other committee activities that align with internal and external project calendars, and includes the four planning documents founded on the principles and policies of Connect Spokane that require annual updates: Transit Develop Plan (TDP), Service Improvement Program (SIP), Capital Improvement Program (CIP), Annual Action Plan/Budget. Other anticipated committee activities not included in the timeline: 2025-2035 Strategic Planning, and High Performance Transit (HPT) procurement activities. Mr. Otterstrom noted that schedules can change due to timing, or additional projects. Staff has proposed funding for a Real Estate Development Manager position in the budget. This employee would be involved in the acquisition of real estate for park & rides, the assessment of current STA assets to better utilize existing properties, and the participation of near-term investment opportunities in order to partner and proactively work with the various jurisdictions to deliver more transit-oriented development (TOD) around corridors and STA properties.

Chair Al French shared that several attended a TOD session at the recent APTA conference. Agencies were encouraged to see STA take more of a leadership role in transit-oriented development projects. Chair French and Ms. Mumm indicated their support for STA's proactive approach.

*Chair French continued the facilitation of the committee meeting.*

**Ms. Candace Mumm moved to approve the 2022 Planning and Development Committee as presented and forward to the Board for information. Ms. Karen Stratton seconded, and the motion was approved unanimously.**

#### 4. COMMITTEE ACTION

##### A. BOARD CONSENT AGENDA

##### 1. SPRAGUE HIGH PERFORMANCE TRANSIT: CORRIDOR DEVELOPMENT PLAN APPROVAL

Mr. Karl Otterstrom presented. The Sprague High Performance Transit (HPT) Corridor Development Plan represents enhancements to the current Route 90 Sprague operating between the STA Plaza and the Valley Transit Center. The plan documents existing conditions, planning process and project goals; establishes alignment and station locations for Sprague Line; identifies other stop improvements and amenities; identifies corridor improvements (enhanced crosswalks, Transit Signal Priority (TSP), Business Access Transit (BAT) lanes, and Valley Transit Center improvements; sets forth implementation timeline; and documents public input on the plan. Board and community outreach and input included committee, board and council presentations; corridor-wide mailing; social media posts; stop notices and onboard announcements; project web page and online survey; Newspaper legal notice; and November 18 Public Hearing (no testimony received). The final draft is attached in the plan for consideration. Mr. Otterstrom reviewed the project schedule: full design begins in 2022, Phase II construction is anticipated to be completed in 2024.

**Ms. Karen Stratton moved to recommend the Board of Directors approve the Sprague High Performance Transit Corridor Development Plan. The motion was seconded by Ms. Candace Mumm, and passed unanimously.**

**B. BOARD DISCUSSION AGENDA**

**1. FINAL PROPOSED 2022 OPERATING AND CAPITAL BUDGETS**

Ms. Monique Liard reviewed updates to the Final Proposed 2022 Operating and Capital Budgets. A draft of the Board resolution to adopt the budget is included in the packet.

The 2022 Operating Expense Budget totals \$90,848,364; a 10.5% increase (\$8,618,673 over last year's budget of \$82,229,691). The Final Proposed Budget of \$326,489 is higher than the Proposed Budget reflecting updated labor costs, most recent fuel prices, and other net changes totaling under \$50,000.

The 2022 Operating Revenue Budget totals \$145,244,932; a 49.7% increase (\$48,250,177 over last year's budget of \$96,994,755). The Final Proposed Budget of \$1,826,364 is higher than the Proposed Budget reflecting additional Sales Tax partially offset by a reduction in Vanpool fare revenue.

**THE FINANCIAL PROPOSED 2022 OPERATING AND CAPITAL BUDGETS**

SOURCE OF FUNDS:		USE OF FUNDS:	
Revenues	\$ 145,244,932	Operating Expenses	\$ 90,848,364
Capital Grants	\$ 20,928,632	Capital Projects	\$ 67,690,286
From Cash Balance	\$ 989,513	Fleet Replacement Allocation	\$ 8,624,427
<b>Total Source of Funds</b>	<b>\$ 167,163,077</b>	<b>Total Use of Funds</b>	<b>\$ 167,163,077</b>

Chair French made the observation that STA may end up paying more in fuel than originally anticipated based upon fuel prices nationwide [due to the pandemic]; however, he believes STA can cover the unexpected increase within available resources.

**Ms. Candace Mumm moved to recommend the Board of Directors adopt, by resolution, the Final Proposed 2022 Operating and Capital Budget. The motion was seconded by Ms. Karen Stratton, and passed unanimously.**

**5. REPORTS TO COMMITTEE**

**A. CONNECT SPOKANE UPDATE: DRAFT REVISIONS**

Mr. Otterstrom presented. *Connect Spokane* is STA's Comprehensive Plan that sets forth a vision and policy framework to help guide decisions made by the Board of Directors, staff, and partnering agencies for at least the next 30 years. Work that initially began in 2020 was put on pause due to the pandemic until February 2021. The work program was again presented at the April 2021 Committee meeting, and an update on the process and intermediate results was presented at the September 2021 Committee meeting.

Mr. Otterstrom reviewed the Integrated Planning Horizon graph and proposed update phases. Phase II is to be informed by the Strategic Plan, and expected to begin in 2023. Several sections will be impacted: vision, diversity and equity, HPT Network map, public engagement, flexible services, paratransit, regional transportation and land use coordination, and other policies / elements that may be prompted by the strategic planning process.

Highlights of the draft change were presented during the committee meeting with redline versions available for review. Revised sections will be presented at the February committee meeting, and any additional feedback taken and incorporated. Engagement with the public and STA's jurisdictional partners will begin mid-February, with a public hearing scheduled for April 2022 Board meeting, with adoption proposed at the May 2022 board meeting.

B. I-90 / VALLEY HIGH PERFORMANCE TRANSIT: CORRIDOR PLANNING UPDATE

Mr. Otterstrom presented. Interstate 90 between downtown Spokane and Spokane Valley is one of the most congested corridors in eastern Washington. As part of the *STA Moving Forward* plan, this corridor is one of the six corridor investments. Spokane Transit is preparing to deliver new services and infrastructure to provide residents with expanded mobility choices. The I-90 / Valley High Performance Transit project extends from downtown Spokane to Liberty Lake with a night and weekend service and increased parking capacity for commuters choosing vanpool or bus to complete their commute. Funding for the corridor includes state and federal grants. Mr. Otterstrom reviewed the corridor map, development plan draft objectives, development planning process, and key data findings from existing conditions and forecasts. The rise in continued cross-state commuting to/from Idaho was discussed and the travel demand forecast reviewed.

Chair French commented that the Idaho Legislature has allocated \$80M to to expand I-90 from Coeur d'Alene to the State Line, and asked if there has been any conversation to compensate this investment in Washington. Mr. Otterstrom responded scope of work for the I-90 widening project in Kootenai County did not mention transit. STA has reached out to the Idaho Transportation Department (ITD) to request involvement in this project. STA will reach out again.

Ms. Susan Meyer added that the transit operator in Kootenai County has indicated to STA that multiple businesses in the county would like transit connectivity into Spokane. The conversation has long been that there would be transit connections in both Post Falls and Coeur d'Alene.

Mr. Otterstrom reported that as part of the study, a workshop was held with STA staff and the consulting team. Fourteen (14) total scenarios were created for an initial high-level scoring and screening. Mr. Otterstrom briefly reviewed five scenarios that are being evaluated in further detail to identify one or more preferred scenarios. A public input effort will begin in February 2022.

6. CEO REPORT

Ms. E. Susan Meyer presented the CEO Report:

November 2021 Voter-Approved Sales Tax Update – Revenue collected on September retail sales: 13.6% above November 2020 actual (\$1.1M), 17.9% YTD above 2020 actual (\$14.5M), and 34.0% YTD above budget (\$24.3M).

Board Member Rotation effective January 1, 2021 – Small Cities include Airway Heights, Liberty Lake, Medical Lake, Millwood, and Cheney. Each Small City is on the Board for a period of two years. One Small City has a voting representative (e.g. 2021 is Airway Heights) during each two-year term.

7. COMMITTEE INFORMATION

*(No items being presented this month.)*

8. FEBRUARY 2, 2022, COMMITTEE MEETING DRAFT AGENDA REVIEW

9. NEW BUSINESS -- *None*

10. COMMITTEE MEMBER'S EXPRESSIONS -- *None*

Chair French thanked Ms. Mumm for her years of service to STA and the City of Spokane; today is Ms. Mumm's last Planning and Development Committee meeting. Ms. Mumm responded that "it's been a great ride."

Ms. Meyer reminded the committee of the Board Workshop taking place in 15 minutes.

11. ADJOURN

With no further business to come before the Board, Chair French adjourned the meeting at 11:12 a.m.

NEXT COMMITTEE MEETING: WEDNESDAY, FEBRUARY 2, 2022, **(No January Meeting)** at 10:00 a.m. VIA WEBEX.

Respectively submitted,

*Vicki Clancy*

Vicki Clancy, Executive Assistant  
Planning and Development Department



**SPOKANE TRANSIT AUTHORITY**  
**PLANNING AND DEVELOPMENT COMMITTEE MEETING**

February 2, 2022

**AGENDA ITEM 5A** : REVIEW 2022 PLANNING AND DEVELOPMENT COMMITTEE  
WORK PROGRAM

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Karl Otterstrom, Chief Planning and Development Officer

---

**SUMMARY:** According to STA Board Resolution 681-11, adopted at the September 21, 2011 STA Board Meeting, the Planning and Development Committee is accountable for designing and coordinating the Board's participation in STA strategic and operational planning, including annual budget preparation, in this capacity:

In December 2021, the Planning and Development Committee approved its work program for 2022. The work program is provided below as information. As was noted at the time, the work program is subject to change. Following the timeline is a brief list of other projects that the Committee may be directly involved in. Other projects or activities may emerge through the calendar year.

### 2022 Planning and Development Committee Work Program

Month	Recurring Committee Work	Other Committee Activities
<b>December 2021</b>	Approval of Work Program	
<i>January 2022</i>	<i>No Committee Meetings in January</i>	
<b>February 2022</b>	Review Committee Work Program Transit Development Plan (TDP) 2023-2028: Overview	I-90/Valley HPT preliminary alternatives and public outreach <i>Connect Spokane</i> draft revisions review
<b>March 2022</b>	TDP 2023-2028: Develop mid-range planning guidance. Present and discuss draft submittal for the SRTC 2021/2022 Unified Planning Work Program (UPWP)	2022 SRTC Call for Projects grant applications
<b>April 2022</b>	TDP 2023-2028 <ul style="list-style-type: none"> <li>• Finalize mid-range planning guidance</li> <li>• Review preliminary revenue and expenditure forecast assumptions</li> <li>• Identify major activities</li> </ul>	I-90/Valley HPT Draft Corridor Development Plan Division BRT decision-making framework <i>Connect Spokane</i> draft revisions for public comment
<b>May 2022</b>	TDP 2023-2028 <ul style="list-style-type: none"> <li>• Proposed 2023-2025 Service Improvements</li> <li>• Preliminary Capital Improvement Program (2023-2028)</li> <li>• Review Financial Forecasts</li> </ul> FTA Section 5310: Call for projects	Five Mile Mobility Hub Study Update <i>Connect Spokane</i> Revisions Approval
<b>June 2022</b>	TDP 2023-2028: Complete draft plan Public hearing conducted on draft TDP	I-90/Valley HPT Draft Corridor Development Plan
<b>July 2022</b>	TDP 2023-2028: Finalize and approve 2023 Action Plan/Budget guidance workshop (full Board) FTA Section 5310: recommend funding awards	2023-2025 Regional Mobility Grant submissions I-90/Valley HPT Corridor Development Plan Approval
<i>August 2022</i>	<i>No Board/Committee Meetings in August</i>	
<b>September 2022</b>	Review draft 2023 Action Plan	I-90/Valley HPT Design and Engineering Work Order(s) City Line Implementation Update

<b>Month</b>	<b>Recurring Committee Work</b>	<b>Other Committee Activities</b>
<b>October 2022</b>	Adoption of 2023 Action Plan Draft 2023 operating and capital budgets submitted to Committee and Board	Transit-oriented development work program
<b>November 2022</b>	Prepare 2023 Committee work program Public hearing on proposed 2023 operating and capital budgets	Division BRT Update
<b>December 2022</b>	Finalize and approve 2023 operating and capital budgets Finalize 2023 Committee work program	

**Other anticipated committee activities not included in the timeline:**

- 2025-2035 Strategic Planning
- High Performance Transit (HPT) procurement activities

**RECOMMENDATION TO COMMITTEE:** Information only.

SPOKANE TRANSIT AUTHORITY

PLANNING AND DEVELOPMENT COMMITTEE MEETING

February 2, 2022

AGENDA ITEM **5B** : TRANSIT DEVELOPMENT PLAN 2023-2028 OVERVIEW

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Karl Otterstrom, Chief Planning and Development Officer  
Mike Tresidder, Associate Transit Planner

**SUMMARY:** According to STA Board Resolution 681-11, the Planning and Development Committee is responsible for designing and coordinating the Board’s participation in Spokane Transit’s strategic and operational planning efforts. The agency’s primary mid-range planning document is the Transit Development Plan (TDP). The TDP: 2022-2027 may be viewed on STA’s website at [spokanetransit.com/projects-plans/transit-development-plan](http://spokanetransit.com/projects-plans/transit-development-plan). The TDP: 2023-2028 is expected to be adopted in July 2022 and will include the Capital Improvement Program and the Service Improvement Program.

**BACKGROUND:**

Per RCW 35.58.2795, the Transit Development Plan (TDP) needs to:

- Provide consistency with comprehensive plans of the jurisdictions we serve
- Document how STA intends to implement the state and local long-range plans for:
  - Public transportation
  - Capital improvements
  - Significant operating changes
  - Funding for program needs
- Set forth regionally significant projects

This plan will also provide updated information to the Washington State Department of Transportation (WSDOT) on the development of the various transit activities undertaken by STA. Additionally, the plan is used as a vehicle for preparing and consulting with the public on a proposed program of projects for the use of federal formula funds that STA receives to advance public transportation in the region.

The first step in the development of the TDP is for the Board to set forth six-year planning guidance statements. The TDP project schedule proposes that the Planning and Development Committee will develop the Mid-Range Planning Guidance over the next two meetings. Beginning in May, the Committee will review the draft sections of the plan, working toward Board approval of the plan in July, consistent with the schedule shown below. Parallel to preparing the 2023-2028 TDP, STA will be engaged in preparing a ten-year strategic plan. It is expected that the strategic plan will be completed later in 2022 and major strategies and guidance developed in this new strategic plan will inform the preparation of the 2024-2029 Transit Development Plan.

February	March	April
Overview of the TDP process and requirements	Preparing Mid-range Planning Guidance; first review of major activities	Final Recommendation on Mid-Range Planning Guidance, first look at revenue/expenditure forecast assumptions
May	June	July
Review proposed Service Improvement Program, Capital Improvement Program, financial forecasts	Draft TDP presented; Public hearing scheduled	P&D Committee recommendation to the Board on Final Plan

**RECOMMENDATION TO COMMITTEE:** Information only.

**SPOKANE TRANSIT AUTHORITY**  
**PLANNING AND DEVELOPMENT COMMITTEE MEETING**

February 2, 2022

**AGENDA ITEM 5C** : I-90 / VALLEY HIGH PERFORMANCE TRANSIT: PRELIMINARY ALTERNATIVES AND PUBLIC OUTREACH

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Karl Otterstrom, Chief Planning and Development Director  
Hamid Hajjafari, Senior Transit Planner

---

**SUMMARY:** As part of the *STA Moving Forward* plan, the I-90/Valley High Performance Transit (HPT) project extends from downtown Spokane to Liberty Lake with a planned pilot extension of service into Idaho subject to a cross-state partnership. It will include increased night and weekend service and increased parking capacity for commuters choosing vanpool or bus to complete their commute. STA is currently engaged in the corridor development planning phase of the project, with the support of a consulting team led by the local office of KPFF. STA has also engaged a technical advisory committee comprised of engineering and planning staff from the land use and transportation jurisdictions in the corridor, including WSDOT. The primary objective of the current phase is to develop a plan that identifies the service, infrastructure, and implementation steps for I-90/Valley HPT. Staff will review recent planning work in preparation of public outreach planned for in late February and March.

**BACKGROUND:** Thus far, the I-90/Valley HPT corridor development planning phase has included the following activities:

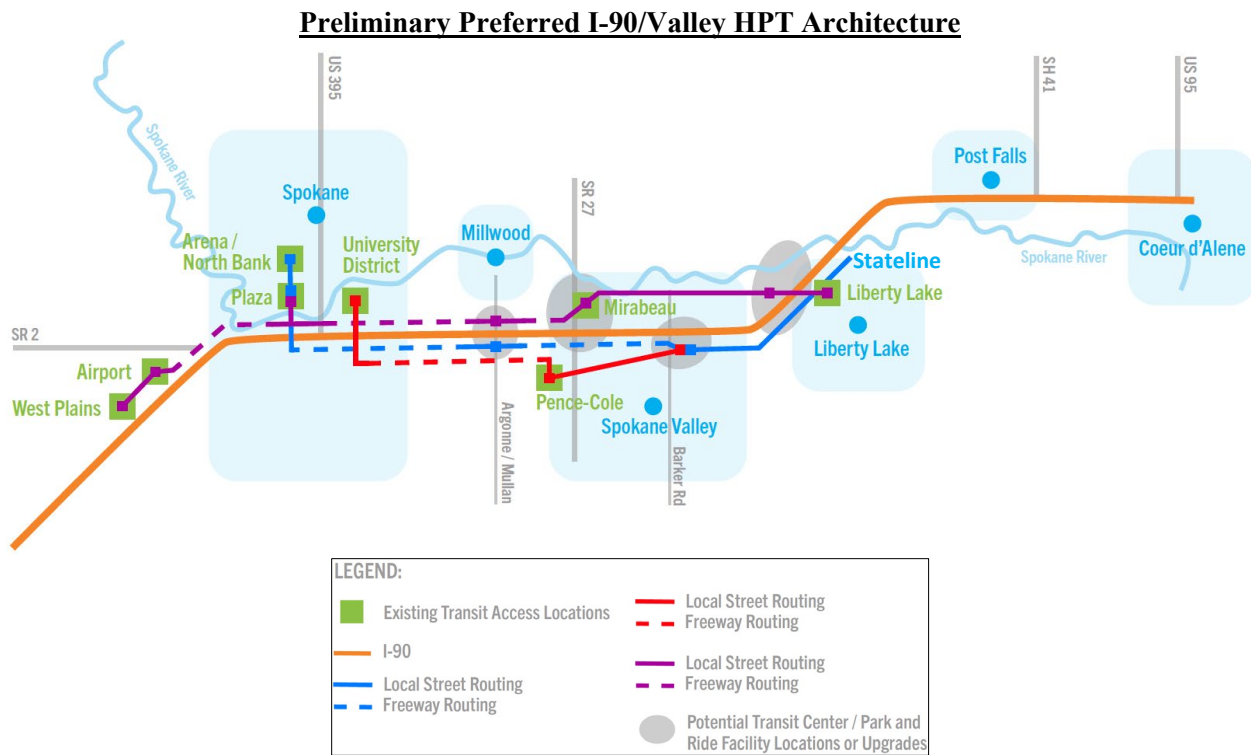
- Documentation of existing conditions
- Definition of project objectives
- Development of evaluation criteria
- Preliminary engagement with key stakeholders
- Identification of prospective HPT building blocks, such as transit centers, park-and-ride lots, route options, transit priority measures and so forth
- Creation of multiple corridor architecture scenarios
- Scoring and screening of scenarios
- Preliminary screening prospective transit centers and park-and-ride lots
- Development of preliminary preferred I-90/Valley HPT corridor architecture

The preliminary preferred I-90/Valley HPT corridor architecture envisions three primary trunk lines connecting greater Spokane Valley to Spokane and the region. Each trunk line includes components of regional, point-to-point travel, and urban, arterial-oriented access. The integration of these components seeks to balance mobility and access. The architecture also supports a pilot extension to Post Falls and Coeur d'Alene. The three trunk lines of this architecture are depicted in the diagram below and can be generally described as follows:

- Stateline to the north bank of downtown Spokane via Greenacres
- Liberty Lake to the West Plains Transit Center via Mirabeau, downtown Spokane, and Spokane Airport
- Greenacres to the University District via the Valley Transit Center

The preliminary preferred corridor architecture is the basis for three alternatives for evaluation that will explore differing placements of new transit facilities and the attendant changes to route configurations. Staff will review these alternatives and the evaluation criteria during the committee meeting.

During the month of February, staff will update local jurisdictions on the progress of the planning effort and promote upcoming opportunities to weigh in on the project. At the March 2, 2022 Planning and Development Committee meeting, staff will present an update on the alternative evaluation. An online public open house is scheduled for the evening of Wednesday March 2 with project reports and a survey posted online to give input. These engagement efforts will aid in preparing a recommended preferred alternative and drafting a corridor development plan.



**RECOMMENDATION TO COMMITTEE:** Information only.

**SPOKANE TRANSIT AUTHORITY**  
**PLANNING AND DEVELOPMENT COMMITTEE MEETING**

February 2, 2022

**AGENDA ITEM 5D** : CONNECT SPOKANE: PHASE I DRAFT REVISIONS REVIEW

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Karl Otterstrom, Chief Planning and Development Officer  
Mike Tresidder, Associate Transit Planner

---

**SUMMARY:** *Connect Spokane* is STA’s Comprehensive Plan that sets forth a vision and policy framework to help guide decisions made by the Board of Directors, staff, and partnering agencies for at least the next 30 years. Work that initially began in 2020 was put on pause due to the pandemic until February 2021, when the work program was again presented at the April 2021 Committee meeting, followed by an update on the process and current status at the September 2021 Committee meeting.

Since the September Committee meeting, staff presented the idea to split the Connect Spokane update into two distinct phases. Phase I with elements that will inform the Strategic Planning efforts, and Phase II, containing elements that will be informed by the Strategic Planning efforts. The Phase I and Phase II elements are identified below.

Phase I Elements (2022)	Phase II Elements (2023)
Fixed Route	*New* Vision section
High Performance Transit	*New* Diversity & Equity element
System Infrastructure	Updated HPT Network Map
Fare Revenue	Communications & Public Input
Monitoring & Improvement	Flexible Services
	Paratransit
	Regional Transportation & Land Use Coordination
	Other policies or elements

Highlights of the draft changes in the Phase I elements will be presented during the Committee’s meeting. Engagement with the public and STA’s jurisdictional partners will begin in March, with a public hearing scheduled for the April 2022 Board meeting, with adoption proposed at the May 2022 board meeting.

**RECOMMENDATION TO COMMITTEE:** Information only.

**SPOKANE TRANSIT AUTHORITY  
PLANNING AND DEVELOPMENT COMMITTEE MEETING**

February 2, 2022

**AGENDA ITEM 6 : CEO REPORT - INFORMATION**

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** N/A

---

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

**RECOMMENDATION TO COMMITTEE:** Information only.



**SPOKANE TRANSIT AUTHORITY**  
**PLANNING AND DEVELOPMENT COMMITTEE MEETING**

February 2, 2022

**AGENDA ITEM 8**: March 2, 2022 COMMITTEE MEETING DRAFT AGENDA REVIEW

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Karl Otterstrom, Director of Planning and Development

---

**SUMMARY:** At this time, members of the Planning and Development Committee will have an opportunity to review and discuss the items proposed to be included on the agenda for the meeting of March 2, 2022.

**RECOMMENDATION TO COMMITTEE:** For discussion.

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

## PLANNING AND DEVELOPMENT COMMITTEE MEETING

Wednesday, March 2, 2022

10:00 a.m. – 11:30 a.m.

**Via Video Conference**

**Committee Members:** [Click here to join the meeting](#)

**General Public:** [Click here to view the meeting](#)

**Audio Conference:** Call the number below and enter the access code.  
+1-408-418-9388 | Access code: XXX XXX XXXX

### **DRAFT AGENDA**

1. Call to Order and Roll Call
2. Committee Chair Report (*5 minutes*)
3. Committee Action (*5 minutes*)
  - A. Minutes of the February 2, 2022 Committee Meeting -- *Corrections/Approval*
4. Committee Action
  - A. [Board Consent Agenda](#)  
(*No items being presented this month.*)
  - B. [Board Discussion Agenda](#)  
(*No items being presented this month.*)
5. Reports to Committee (*50 minutes*)
  - A. 2023-2028 Transit Development Plan: Develop Mid-Range Planning Guidance (*Otterstrom*)
  - B. 2022 SRTC Call for Projects Grant Applications (*Otterstrom*)
  - C. Draft SRTC 2022-2023 Unified Planning Work Program (UPWP) (*Otterstrom*)
  - D. Human Services Transportation Plan (*Jason Lien, SRTC*)
6. CEO Report (*15 minutes*)
7. Committee Information
8. April 6, 2022 Committee Meeting Draft Agenda Review (*5 minutes*)
9. New Business (*5 minutes*)
10. Committee Members' Expressions (*5 minutes*)
11. Adjourn

Next Committee Meeting: Wednesday, April 6, 2022, 10:00 a.m. via Webex.

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting at the STA's website: [www.spokanetransit.com](http://www.spokanetransit.com). Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend and participate.

Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act. For more information, see [www.spokanetransit.com](http://www.spokanetransit.com). Upon request, alternative formats of this information will be produced for people who are disabled. The meeting facility is accessible for people using wheelchairs. For other accommodations, please call 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.

**SPOKANE TRANSIT AUTHORITY**  
**PLANNING AND DEVELOPMENT COMMITTEE MEETING**

February 2, 2022

**AGENDA ITEM 9**: NEW BUSINESS

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** N/A

---

**SUMMARY:** At this time, the Committee will have the opportunity to initiate discussion regarding new business relating to Planning and Development.

**RECOMMENDATION TO COMMITTEE:** N/A

**SPOKANE TRANSIT AUTHORITY**  
**PLANNING AND DEVELOPMENT COMMITTEE MEETING**

February 2, 2022

**AGENDA ITEM 10 : COMMITTEE MEMBER'S EXPRESSIONS**

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** N/A

---

**SUMMARY:** At this time, members of the Planning and Development Committee will have an opportunity to express comments or opinions.

**RECOMMENDATION TO COMMITTEE:** N/A