

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

## PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, May 1, 2024

10:00 a.m. – 11:30 a.m.

**STA Northside Conference Room**  
**Spokane Transit Authority**  
**1230 W. Boone Avenue, Spokane, WA**  
*w/Virtual Public Viewing Option Link Below*

### AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report *(5 minutes)*
3. Committee Action *(5 minutes)*
  - A. Minutes of the March 27, 2024, Committee Meeting -- *Corrections/Approval*
4. Committee Action
  - A. Board Consent Agenda -- *none*
  - B. Board Discussion Agenda -- *none*
5. Reports to Committee *(60 minutes)*
  - A. Connect Spokane Comprehensive Plan Update: Draft Elements *(Otterstrom)*
  - B. STA Moving Forward: Project Delivery Draft Amendment *(Otterstrom)*  
*(Public Hearing at May 16, 2024, Board meeting)*
  - C. Connect 2035 Strategic Plan: Initiative Development and Evaluation Process *(Otterstrom)*
  - D. 2025-2030 Transit Development Plan: Proposed 2025-2027 Service Improvements *(Otterstrom)*
  - E. 2025-2030 Transit Development Plan: Review Preliminary Capital Improvement Program *(Otterstrom)*
  - F. 2025-2030 Transit Development Plan: Review Financial Forecast *(Otterstrom/Liard)*
  - G. Transit-Oriented Development: Pilot Project Funding *(Otterstrom)*
6. CEO Report *(E. Susan Meyer) (15 minutes)*
7. Committee Information
8. Review June 5, 2024, Committee Meeting Draft Agenda
9. New Business
10. Committee Members' Expressions *(5 minutes)*
11. Adjourn

Next Committee Meeting: Wednesday, June 5, 2024, at 10:00 a.m. in person.

Virtual Link:	Join <a href="#">here</a>	
Password:	<b>Members:</b> 2024	<b>Guests:</b> 0524
Call-in Number:	1-408-418-9388	Event #: 2489 257 9324

*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 (509) 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.*

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

May 1, 2024

**AGENDA ITEM 2**: COMMITTEE CHAIR REPORT

**REFERRAL COMMITTEE:** n/a

**SUBMITTED BY:** Pam Haley, Chair, Planning & Development Committee

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**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 & DEVELOPMENT COMMITTEE MEETING**

May 1, 2024

**AGENDA ITEM 3A :** MINUTES OF THE MARCH 27, 2024 (APRIL), COMMITTEE MEETING

**REFERRAL COMMITTEE:** n/a

**SUBMITTED BY:** Vicki Clancy, Executive Assistant to the Chief Planning & Development Officer

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**SUMMARY:** Draft Minutes of the March 27, 2024, Planning & Development Committee meeting are attached for your information, corrections and/or approval. This is the April meeting.

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

**COMMITTEE ACTION:**

**RECOMMENDATION TO BOARD:**

**FINAL REVIEW FOR BOARD BY:**

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

Spokane Transit Authority  
1230 West Boone Avenue  
Spokane, Washington 99201-2686  
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**PLANNING & DEVELOPMENT COMMITTEE MEETING**

**DRAFT** Minutes of the March 27, 2024, (April) Meeting

**STA Northside Conference Room**  
**Spokane Transit Authority, 1230 W. Boone Avenue, Spokane, WA**  
*w/Virtual Public Viewing Option*

**MEMBERS PRESENT**

Pam Haley, City of Spokane Valley – *Chair*  
Kitty Klitzke, City of Spokane  
Zack Zappone, City of Spokane  
Chris Grover, Small Cities Representative  
(Cheney), *Ex-Officio*  
Dan Dunne, Small Cities Representative  
(Liberty Lake)  
E. Susan Meyer, Chief Executive Officer  
*Ex -Officio*

**MEMBERS ABSENT**

Rhonda Bowers, Labor Representative  
(*Non-voting*)  
Dan Sander, Small Cities Representative  
(Millwood) *Ex Officio*

**STAFF PRESENT**

Brandon Rapez-Betty, Chief Operations Officer  
Karl Otterstrom, Chief Planning & Development  
Officer  
Monique Liard, Chief Financial Officer  
Carly Cortright, Chief Communications & Customer  
Service Officer  
Vicki Clancy, Executive Assistant to the Chief  
Planning & Development Officer

**PROVIDING LEGAL COUNSEL**

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

**STAFF ABSENT**

Nancy Williams, Chief Human Resources Officer

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1. CALL TO ORDER AND ROLL CALL

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

2. COMMITTEE CHAIR REPORT

Chair Haley had nothing to report at this time.

3. COMMITTEE ACTION

A. MINUTES OF THE MARCH 6, 2024, COMMITTEE MEETING

**Mr. Dan Dunne moved to approve the March 6, 2024, Planning & Development Committee meeting minutes. Chair Haley seconded, and the motion was approved unanimously.**

4. COMMITTEE ACTION

A. BOARD CONSENT AGENDA

1. ON-ROUTE CHARGING INFRASTRUCTURE GRANT APPROVAL

Mr. Karl Otterstrom presented. The Federal Transit Administration (FTA) announced a notice of funding opportunity on February 8, 2024, for the Low or No (Low-No) Emission grant

program and the Bus and Bus Facilities grant program, to support the purchase or lease of transit buses as well as acquisition, construction, and leasing of required supporting facilities. Staff is seeking Board authorization to submit a grant application (above \$1M) to support on-route charging infrastructure. There is over \$1 billion in combined available funding under these two grant programs. Spokane Transit has a pending Capital Improvement Program (2025-2030 CIP) request for On-Route Charging Infrastructure which may be located near the West Central Community Center. The current cost estimate is \$4.9M; the opportunity here is to seek up to 80% of that project cost or \$3.92M through either the Low-No grant, or a Bus and Bus Facilities grant. The estimated cost for this project includes the charging infrastructure, the layover area, and adjustments to the road to accommodate the infrastructure and layover changes. While there are two separate programs, the funding opportunity is combined in one application process.

Mr. Otterstrom reiterated that because the On-Route Charging Infrastructure project is not yet in the CIP, Board approval is required prior to grant application submittal. Mr. Otterstrom emphasized the need for on-route charging to support the battery electric fleet, citing the increase in size of the electric fleet, as well as the variability of battery performance during the winter months. STA believes that increasing the amount of charging infrastructure in place will maximize the benefit and utility of battery electric buses. Mr. Otterstrom noted that the final grant requests will be refined as the process continues so the dollar amounts could change slightly by the time the grant is submitted in April.

West Central is a key location for on-route charging and allows STA to bring electric buses to West Central, as well as to Spokane Valley and Liberty Lake. The West Central neighborhood is located in a Justice40 census tract. The Justice40 initiative prioritizes federal funding to reach census tracts identified as disadvantaged due to environmental, climate and socioeconomic conditions. Routes involved provide an opportunity to improve air quality in neighborhoods or communities that have been marginalized or impacted by transportation projects in the past. Over the next few weeks STA will continue to conduct technical analysis working with CTE, to refine the location. The current candidate site is at West Central, but it could be anywhere along the prospective corridor or in Spokane Valley.

**Mr. Dan Dunne moved to recommend the Board of Directors approve submittal of a grant application to the Low-No and Bus and Bus Facilities grant program for approximately \$3.92 million for the On-Route Charging Infrastructure project. Mr. Zack Zappone seconded, and the motion was approved unanimously.**

B. BOARD DISCUSSION AGENDA – none

5. REPORTS TO COMMITTEE

A. CONNECT SPOKANE COMPREHENSIVE PLAN UPDATE: REVENUES AND FARES ELEMENT

Mr. Otterstrom provided a recap of the March committee meeting which included: a review of existing Revenues and Fares Element, discussion of Policy 2.2-Determination of Fixed Route Fares, and an introduction to the existing Policy 2.5 Low-income Fares as the topic for the next meeting.

The Connect Spokane Phase 2 Update was initiated in July 2023 consistent with the Planning & Development Committee's 2023 Work Program. A more detailed scope of work for the plan update was presented in September 2023. The elements requiring a more substantial review and possible update includes: communications and public input, transit equity and inclusion, revenues and fares. Mr. Otterstrom reviewed the Community Access Pass Program, the 2023 CAP Program Pass Sales and Usage, Other Transit Agency Needs-Based Fare Programs, Revenues and

Fares Element Conceptual Framework for Revisions, and Revisions Policy 2.0 Fares – New Policies/Policies Proposed for Recission. Minor updates will be brought forward this spring for: Fixed Route, High Performance Transit, Sustainability, Flexible Services, Paratransit, and Regional Transportation & Land Use.

While reviewing the 2023 CAP program pass sales versus the usage of the passes, Mr. Zappone inquired about asking organizations if they are distributing the passes, or why there is such a stockpile of pass inventory. Ms. Cortright responded that STA just finished a survey of the CAP participants and will be sharing that information in the future. Mr. Otterstrom provided data from needs-based fare programs implemented by other transit agencies. Mr. Dunne asked if the mechanics of the alternative systems are similar in terms of day-use cards. Mr. Otterstrom responded that in most cases they provide a fare card that substantiates eligibility for an extended time period (such as a year) and therefore it is different than a community access pass program. The CAP program allows a nonprofit to offer a card without need for identification or background checking; these other programs have the cards registered in the person's name so it cannot be turned around and sold. Mr. Dunne inquired about testing the CAP program compared to other eligibility-based criteria. Mr. Zappone asked about agencies that provided fully subsidized rides for a certain population and revisited the previous discussion surrounding advertising on buses. Discussion ensued. Staff will bring forward draft policy language in the coming months. Mr. Otterstrom reviewed updated milestones for revising *Connect Spokane*, which includes targeting full adoption in October 2024.

B. STA MOVING FORWARD: PROJECT DELIVERY AMENDMENT

Mr. Otterstrom provided a review of the March 6, 2024, Board workshop involving the Network Assessment activities within the Connect 2035 strategic planning efforts. Two pathways were identified at the workshop as next steps:

1. Completing STA Moving Forward/Near-Term Investments. Action Pathway: Update delivery plan and amendments to Moving Forward (*as needed*).
2. Improvement/Expansion Opportunities. Action Pathway: Connect 2035 Initiative Development and Evaluation (*Spring/Summer 2024*).

Mr. Otterstrom focused on the first pathway and provided the status of the Near-Term Investments and delivery of *STA Moving Forward*. In advancing pathway #1, the scope of three projects committed to in *STA Moving Forward* need to be amended. First, non-stop, peak-hour service between Spokane and Liberty Lake should be recognized as delivered, given that current demand does not justify an increase in service frequency. Second, the scope of the project to create more direct service between Logan and Lincon Heights neighborhoods in the City of Spokane is not justified with the demand profile assessed in the Network Assessment. Instead, staff recommend focusing the commitment on improving night and weekend service on Route 45 Perry District. Lastly, Appleway Station Park and Ride, the envisioned embodiment of the commitment for increased commuter parking capacity east of Sullivan Road, should focus on land acquisition. This focus reflects the long-term strategic location of such a facility, while recognizing realistic timelines for implementation and ridership demand.

Mr. Dunne commented that he highly values STA's responsiveness to objectives and actual outcomes. Mr. Otterstrom concluded his report with the next steps for the overall efforts of STA Moving Forward. The public hearing will take place at the May 16, 2024, STA Board meeting. The adoption, by resolution, of the plan amendments takes place at the June 20, 2024, STA Board meeting.

C. CONNECT 2035 STRATEGIC PLAN: PROPOSED OUTCOMES

Mr. Otterstrom presented the big takeaways from the March 6, 2024, Board Workshop. Mr. Otterstrom presented a background on the developing proposed outcomes which incorporated community feedback with STA's Organizational Priorities. These outcomes and priorities are rooted in the Goals and Strategies established during Phase 1. Mr. Otterstrom established the relationship between the goals, strategies, and proposed outcomes, and provided a more in-depth description of the qualitative and quantitative ways STA would measure them. The goal is to work through developing a list of initiatives, including the concepts identified through the Connect 2035 Network Assessment. Through Board, customer, community, employee, and business outreach, STA is beginning to compile a list of initiatives to talk about potential performance measures. The goal is to evaluate 'potential' initiatives through the summer and package the projects into the plan in the early fall. STA is anticipating three more Board workshops for the strategic planning project, to be held in June, July and September.

D. 2025-2030 TRANSIT DEVELOPMENT PLAN: TACTICAL FRAMEWORK

Mr. Otterstrom presented. As a step in the annual preparation of STA's Transit Development Plan (TDP), the Committee prepares and recommends to the Board of Directors a tactical framework that helps frame priorities to be included in the plan. These tactics are intended to support the strategic goals adopted in Phase 1 of *Connect 2035*. Mr. Otterstrom noted refinements to the draft framework since the previous committee meeting. Mr. Zappone questioned why there was nothing regarding the number of rides from community partnerships in the tactical framework. Mr. Otterstrom responded that the framework of the three goals of the TDP are a precursor to future planning. The work that Mr. Zappone was describing is going to largely be in *Connect 2035* in terms of new project initiatives. Mr. Dunne suggested putting together workshops for planning commissions to help better understand land use and how the planning commissions could improve the ability for transit to serve the community. Mr. Otterstrom stated that STA has reached out to the planning commissions to discuss *Connect 2035* and the overall Comprehensive Plan; Mr. Dunne's suggestion could be something to consider over a longer-term period.

E. 2025-2030 TRANSIT DEVELOPMENT PLAN: REVIEW PRELIMINARY AND EXPENDITURE FORECAST ASSUMPTIONS

Ms. Monique Liard presented the revenues and expenditure assumptions that inform how the financial forecast will be built. Ms. Liard presented data on historical revenue from voter-approved sales tax, and recent TDP assumptions. STA vets its assumption rate with Dr. Grant Forsyth, the Chief Economist at Avista. Various external, regional, and global factors represent risks to the assumptions. Ms. Liard covered the 2025 to 2030 TDP revenue forecast assumptions. Ms. Liard highlighted one large unknown in the TDP is initiative 2117; if passed, there would be a reduction in state grant funding. Ms. Liard provided background on expenditure assumptions. The annual budget is used as the baseline for operating expenses, and any incremental changes that are made to that budgetary baseline are reviewed as well. Ms. Liard concluded her report with the next steps for the forecast assumptions.

F. FACILITIES MASTER PLAN UPDATE: PROJECT OVERVIEW

In the interest of time, this item was deferred to report to the Board.

6. CEO REPORT

Ms. E. Susan Meyer presented the CEO Report:

Sales Tax Update: March 2024 Voter-Approved Sales Tax Revenue (January 2024 Sales). Actual (\$8,274,027) compared to budget (\$8,241,832) for a 0.4% difference of \$32,195. Sales tax revenue is 1.6% YTD above budget (\$0.4M), 0.4% above March 2023 actual (\$0.03M) and 1.6% YTD above 2023 actual (\$0.4M).

Mobility Conference: April 28 – May 1, 2024; Portland, Oregon. Ms. Meyer extended an invitation to join STA staff at this conference. Please respond by the end of the week.

STA Safety Awards Dinner: Saturday, April 14, 2024, at Northern Quest. Ms. Meyer invited Board members to attend this employee recognition event as a guest (with a guest).

7. COMMITTEE INFORMATION – none

8. REVIEW MAY 1, 2024, COMMITTEE MEETING AGENDA

9. NEW BUSINESS - none

10. COMMITTEE MEMBERS' EXPRESSIONS

Mr. Chris Grover commented that he believes it to be very prudent that STA have conservative forecasts moving forward and is thankful that STA has always done that over the many years. Mr. Grover shared that the STA Safety Awards Banquet is a fantastic event and encouraged committee members to attend.

11. ADJOURN

With no further business to come before the Committee, Chair Haley adjourned the meeting at 11:39 a.m.

NEXT COMMITTEE MEETING: WEDNESDAY, May 1, 2024, at 10:00 a.m. in person at STA Northside Conference Room

Respectfully submitted,



Vicki Clancy, Executive Assistant  
Planning & Development Department



**SPOKANE TRANSIT AUTHORITY**

**PLANNING & DEVELOPMENT COMMITTEE MEETING**

May 1, 2024

**AGENDA ITEM 5A :** CONNECT SPOKANE COMPREHENSIVE PLAN UPDATE: DRAFT ELEMENTS

**REFERRAL COMMITTEE:** n/a

**SUBMITTED BY:** Karl Otterstrom, Chief Planning & Development Officer  
Mike Tresidder, Senior Transit Planner

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**SUMMARY:** Based on discussions at the March and April Planning & Development Committee meetings, staff will review draft revisions to the *Revenues & Fares Element*, as well as the draft of the new *Equity and Inclusion Element* for review and comment, which will be disseminated prior to the meeting.

**BACKGROUND:** Connect Spokane is STA's comprehensive plan and sets forth a planning 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. The current adopted version of the plan can be viewed here:

<https://www.spokanetransit.com/projects/comprehensive-plan/>

The Connect Spokane Phase 2 Update was initiated in July 2023 consistent with the Planning & Development Committee's 2023 Work Program. A more detailed scope of work for the plan update was presented in September 2023 and identified several elements requiring a more substantial review and possible update. This month's review of the Revenues and Fares Element, as well as the proposed Equity and Inclusion Element represent the most significant changes under consideration. Next month, minor updates will be brought forward for: Fixed Route, High Performance Transit, Sustainability, Flexible Services, Paratransit, and Regional Transportation & Land Use.

**RECOMMENDATION TO COMMITTEE:** Receive report.

**SPOKANE TRANSIT AUTHORITY**

**PLANNING & DEVELOPMENT COMMITTEE MEETING**

May 1, 2024

**AGENDA ITEM 5B :** STA MOVING FORWARD: PROJECT DELIVERY DRAFT AMENDMENT

**REFERRAL COMMITTEE:** n/a

**SUBMITTED BY:** Karl Otterstrom, Chief Planning & Development Officer  
Mike Tresidder, Senior Transit Planner

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**SUMMARY:** As part of the identified Action Pathway #1 from the *Connect 2035* Fixed Route Network Assessment, staff reviewed three *STA Moving Forward* projects that warranted adjustments to their scope of delivery. This committee meeting will review the draft amendment proposed as attached.

**BACKGROUND:** The Fixed-Route Network Assessment task in the *Connect 2035* Phase 2 strategic planning work program has resulted in the identification of two paths of effort for the agency in continuing to address emerging needs and deliver a transit system that connects everyone to opportunity. Action Pathway #1 is to complete delivery of *STA Moving Forward* and the board-identified Near-Term Investments. Several projects identified in *STA Moving Forward* warrant adjustments to their scope of delivery. Staff will review these projects and their potential adjustments in further detail during the Committee meeting. They include the following:

- Recognize the 2017 launch of Route 172 (Liberty Lake Express) as satisfying the *STA Moving Forward* delivery objective for new non-stop service between Liberty Lake and downtown Spokane
- Recalibrate the scope of improvements on service between Logan Neighborhood and Lincoln Heights Neighborhood
- Revise the sequence and scope of the new Appleway Station Park and Ride

The anticipated timeline for the preparation, review, and board adoption of the amendments is as follows:

<b>Month</b>	<b>Activity</b>
May 2024	<u>Planning &amp; Development Committee:</u> Introduce draft amendment to <i>STA Moving Forward</i> for review. <u>Board of Directors:</u> Public hearing on proposed amendment on May 16, 2024
June 2024	<u>Planning &amp; Development Committee:</u> Present final amendments and draft resolution for recommendation to full board <u>Board of Directors:</u> Adopt by resolution the plan amendments

**RECOMMENDATION TO COMMITTEE:** Receive report. Draft resolution to be provided in June.

DRAFT Appendix D – 2024 Amendment to [STA Moving Forward](#)

If approved, the table below amends the identified projects. The left-most column represents the project descriptions found in Appendix C of STA Moving Forward. The “Revised Project Descriptions” are the proposed revisions to each project description and are noted in underline.

<b>STA Moving Forward Appendix C Project Description</b>	<b>Revised Project Description</b>	<b>Appendix C Targeted Year for Project Completion</b>	<b>Revised Targeted Year for Project Completion</b>
Direct service between Logan and Lincoln Heights neighborhoods	<u>Provide improved evening and/or weekend service on Route 45 Perry District in order to increase mobility and access on the South Hill</u>	<b>2025</b>	2025
Expand commuter parking capacity east of Sullivan Road (Barker to Stateline) <i>(I-90/Valley HPT Infrastructure)</i>	<u>Acquire property for Appleway Station Park &amp; Ride for expansion of commuter parking capacity east of Sullivan Road (Barker to Stateline)</u>	<b>2025</b>	2025
Direct, non-stop peak hour service between Liberty Lake and Spokane <i>(I-90/Valley HPT service element)</i>	<i>(No changes to project description)</i>	<b>2025</b>	<u>2017</u>

**SPOKANE TRANSIT AUTHORITY**

**PLANNING & DEVELOPMENT COMMITTEE MEETING**

May 1, 2024

**AGENDA ITEM 5C :** CONNECT 2035 STRATEGIC PLAN: INITIATIVE DEVELOPMENT AND EVALUATION PROCESS

**REFERRAL COMMITTEE:** n/a

**SUBMITTED BY:** Karl Otterstrom, Chief Planning & Development Officer  
Mike Tresidder, Senior Transit Planner

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**SUMMARY:** The Planning & Development Committee has a key role in the development of STA’s new ten-year strategic plan, *Connect 2035*. As the development and evaluation of initiatives is at the core of *Connect 2035*, staff will present on the continued development of the initiatives and the proposed evaluation process for discussion and Committee input.

**BACKGROUND:** *Connect 2035* Phase 2 began in earnest in July 2023 with the project kick-off; held with the STA Board of Directors on September 6, 2023. With the initiative development and evaluation process at the center of the discussion for the May committee meeting, the following information provides a preview of that discussion, followed by a recap of milestones achieved to date, and a summary of upcoming milestones.

**Initiative Development and Evaluation Process**

The development and evaluation of initiatives was first addressed at the March 5, 2024 Board Workshop. The *Connect 2035* initiatives will represent the programs, projects, and supporting investments that are needed to deliver on the three strategic goals. Previously, three projects have been identified as “Flagship” projects. Updated terminology now refers to the following three projects as “Core Investments:”

- Division Street Bus Rapid Transit (BRT)
- Zero-Emission Fleet Transition
- Facilities Master Plan

All other potential initiatives will be run through a 3-stage evaluation process to ensure that the investments identified deliver the most impact while furthering STA’s strategic goals to the greatest extent. Through the evaluation process, initiatives will be identified as either an Enhancement (previously described as a Core Initiative) or an Enhanced Plus Initiative (previously described as an Enhanced Initiative). Along with the continued delivery of STA’s existing service levels and capital requirements, core investments and enhanced initiatives will require the renewal of the existing additional 0.2% sales tax rate. The working assumption is that implementation of core investments and enhanced initiatives will be the focus of the first five years of *Connect 2035*. Enhanced Plus initiatives will require additional funding from a new funding source to implement and are proposed to be the focus of the second five years of *Connect 2035*. Staff will expand on this approach for discussion and Committee input.

**Recap of Past Phase 2 Milestones**

Since that time, staff, consultants, and the STA Board of Directors have:

- Held two Board workshops
- Identified, and implemented, a suite of engagement strategies
- Committed to funding and investment principles and clarified Board interest in service growth opportunities through Board resolution 818-24
- Developed a clear pathway forward on:
  - Completing *STA Moving Forward* and the Near-Term Investments
  - Identifying improvement and expansion opportunities and feeding those into the initiative list development
- Identified a framework for initiative development

**Upcoming Connect 2035 Tasks and Milestones**

- Engagement
  - Continue outreach to Community Based Organizations (CBO)
  - Compilation of public survey results
  - Continue business group engagement
- Initiative list screening and sorting
- Development and refinement of evaluation criteria

Planned Board workshops:

<b>Month</b>	<b>Board Workshop Topics</b>
June 2024	<ul style="list-style-type: none"><li>• Initiative list screening + sorting</li><li>• Proposed evaluation criteria</li><li>• Performance measures</li></ul>
July 2024	<ul style="list-style-type: none"><li>• Initiative list evaluation</li><li>• Performance measures</li></ul>
September 2024	<ul style="list-style-type: none"><li>• Initiative list packaging</li></ul>

**RECOMMENDATION TO COMMITTEE:** Receive report.

**SPOKANE TRANSIT AUTHORITY**

**PLANNING & DEVELOPMENT COMMITTEE MEETING**

May 1, 2024

**AGENDA ITEM 5D :** 2025-2030 TRANSIT DEVELOPMENT PLAN: PROPOSED 2025-2027 SERVICE IMPROVEMENTS

**REFERRAL COMMITTEE:** n/a

**SUBMITTED BY:** Karl Otterstrom, Chief Planning & Development Officer  
Madeline Arredondo, Associate Transit Planner

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**SUMMARY:** As part of the continuing development of the 2025-2030 Transit Development Plan (TDP), staff will present an overview of the significant service changes that are expected to be incorporated into the Service Improvement Program, a key section of the TDP.

**BACKGROUND:** The Service Improvement Program (SIP), updated annually as described in *Connect Spokane* policies MI 3.3.3 and MI 3.4, outlines the planned Fixed Route service changes set to take place in 2025, 2026 and 2027. Developed in close coordination with the agency’s financial projections, the SIP will become a section of the 2025-2030 Transit Development Plan (TDP). A full draft of the SIP will be included in the draft TDP presented to the committee in June 2024.

During the time span of 2025 through 2027, STA will implement the final investments outlined in *STA Moving Forward*, as well as Near-Term Investments approved in December 2021. This includes implementation of Route 7, the core route identified in the I-90/Valley High Performance Transit Corridor Development Plan. A follow-on investment in the corridor will be Argonne Station Park and Ride, which will introduce an opportunity to restructure the Fixed Route network in greater Spokane Valley. Additionally, the *Connect 2035* strategic plan, expected to be adopted by the end of 2024, will result in initiatives advancing the strategic goals of this new plan. Some of these initiatives may be scheduled for implementation by 2027. The service improvements outlined in the table below are reflective of both planned improvements and prospective initiatives. In the case of prospective initiatives, inclusion in the SIP is to document the feasibility rather than indicate commitment.

Improvements that are explicitly called out in the *STA Moving Forward* plan are indicated as such with an asterisk (\*). Near Term Investments improvements are indicated with a caret (^).

**2025-2027 Service Improvements**

<p><b>2025 Overview:</b> 2025 primarily focuses on the delivery of service to the West Plains, a potential restructure of service in North Spokane, as well as the introduction of a new High Performance Transit (HPT) route.</p>
<ul style="list-style-type: none"><li>• Construction of the extension of 6th Avenue between Craig Road^ and Ketchum Drive and construction of the connection between 12<sup>th</sup> Avenue and 10<sup>th</sup> Avenue is expected to be finished by mid-2025. This will allow Route 65 to provide service between Hayford and Craig roads via 10<sup>th</sup> Avenue, Garfield Road, and 6<sup>th</sup> Avenue, expanding service coverage in the City of Airway Heights.</li><li>• Route 61 Highway 2/Fairchild to increase frequency to 15-minutes at peak to Airway Heights.*</li></ul>

<ul style="list-style-type: none"> <li>• Introduce double-decker buses on Routes 6 Cheney and 66 EWU.*</li> </ul>
<ul style="list-style-type: none"> <li>• In fulfillment of the I-90/Valley Corridor Development Plan, HPT Route 7 will supersede routes 60 and 74 and introduce night and weekend service along I-90 between Spokane and Liberty Lake.*</li> </ul>
<ul style="list-style-type: none"> <li>• Renumber Route 172 Liberty Lake Express to Route 722 to incorporate the route number into the I-90/Valley High Performance Transit corridor numbering schema, similar to the 600-series on the West Plains.</li> </ul>
<ul style="list-style-type: none"> <li>• Increase evening and/or weekend service on Route 45 Perry District, consistent with the proposed 2024 amendment to <i>STA Moving Forward</i>.*</li> </ul>
<p><b>2026 Overview: Improvements in 2026</b> are focused on minor adjustments and schedule refinements, as well as the potential pilot expansion of STA service into northern Idaho as included in <i>STA Moving Forward</i>.</p>
<ul style="list-style-type: none"> <li>• Subject to a cross-state partnership agreement, introduce hourly pilot service connecting Spokane Valley and Liberty Lake with Kootenai County.*</li> </ul>
<ul style="list-style-type: none"> <li>• Restructure and optimize service consistent with initiatives as may be identified, evaluated and prioritized in <i>Connect 2035</i>.</li> </ul>
<p><b>2027 Overview: Improvements in 2027</b> are primarily focused on adjusting routes in greater Spokane Valley to incorporate the anticipated completion of Argonne Station Park and Ride.</p>
<ul style="list-style-type: none"> <li>• Prospective <i>Connective 2035 Initiative</i>: Implement the restructure of service in greater Spokane Valley (Liberty Lake, Millwood and Spokane Valley) to expand service coverage while also targeting areas of strong demand.</li> </ul>

**RECOMMENDATION TO COMMITTEE:** Receive report.

SPOKANE TRANSIT AUTHORITY

PLANNING & DEVELOPMENT COMMITTEE MEETING

May 1, 2024

<b>AGENDA ITEM</b> <u><b>5E</b></u> :	2025-2030 TRANSIT DEVELOPMENT PLAN: REVIEW PRELIMINARY CAPITAL IMPROVEMENT PROGRAM
<b>REFERRAL COMMITTEE:</b>	n/a
<b>SUBMITTED BY:</b>	Karl Otterstrom, Chief Planning & Development Officer Monique Liard, Chief Financial Officer

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**SUMMARY:** Staff will provide an overview of the proposed programs and projects to be included in the draft Transit Development Plan: 2025-2030.

**BACKGROUND:** A major element of the state-required Transit Development Plan (TDP) is the Capital Improvement Program (CIP). The CIP is developed in accordance with Connect Spokane, including the following policy:

***SI-5.1 Capital Improvement Program (CIP)***

***STA shall maintain a Capital Improvement Program that shall cover a period of no less than six years and be in general conformance with the Comprehensive Plan. To enable STA to make educated, coordinated, and financially sound capital investments, a 6-year Capital Improvement Program must be developed. This program will be reviewed annually.***

The development of a six-year CIP provides a mid-term horizon for prioritizing resources, enhancing the transit system, and maintaining existing assets and resources in good repair. The CIP, in companionship with the Service Improvement Program, connects the long-range vision, goals and policies of STA's comprehensive and strategic plans, to the tactics and actions called for each year in the budget and annual action plan.

A capital project is a significant investment to acquire, develop, improve, or maintain a capital asset (such as property, buildings, vehicles, infrastructure, etc.). The CIP aggregates projects that have common objectives or are otherwise interconnected into programs. The capital programs are organized into six distinct program categories:

- Vehicles
- Facilities – Maintenance & Administration
- Facilities – Passenger & Operational
- Technology
- High Performance Transit Implementation
- Connect 2035

The preliminary capital projects table attached to this item covers the years 2025-2030, and when compiled into capital programs, embodies the central component of the capital improvement program.

In addition to the six categories of capital programs, the draft CIP, to be incorporated into the draft TDP, will identify:

- FTA Section 5307 Program of Projects
- FTA Section 5310 Apportionment Program
- FTA Section 5339 Bus and Bus Facilities Formula Program



- Fleet Replacement Plan

The draft CIP will be compiled and presented at the June committee meeting within the draft TDP. Attached is a tabular report of all existing and proposed projects for inclusion in the 2025-2030 CIP for committee review.

**RECOMMENDATION TO COMMITTEE:** Receive report.







**Spokane Transit Authority**  
2025-2030 6 yr CIP with Quantities

**New Projects (Pending)**

Program Category	Program Name	ID	Project Name	Project Status	Financial Status	Budget Control	Expenditure PTD as of 12/31/2023	Remaining Budget	QTY	2025 by Funding Source			2025 Total	2026 Total	2027 Total	2028 Total	2029 Total	2030 Total	2025-2030 Total CIP		
										2025 - Local	2025 - State	2025 - Federal									
<b>Technology Total</b>						<b>15,527,355</b>	<b>547,155</b>	<b>14,980,200</b>	<b>-</b>	<b>4,871,300</b>	<b>-</b>	<b>-</b>	<b>4,871,300</b>	<b>3,611,600</b>	<b>2,189,900</b>	<b>1,552,400</b>	<b>1,853,000</b>	<b>517,000</b>	<b>14,595,200</b>		
High Performance Transit Implementation	Cheney Line	764	MF: Cheney Corridor Improvements	Work in Progress	Not Funded-MF	4,490,000	3,639,248	850,752	-	72,752	-	-	72,752	-	-	-	-	-	72,752		
	<b>Cheney Line Total</b>						<b>4,490,000</b>	<b>3,639,248</b>	<b>850,752</b>	<b>-</b>	<b>72,752</b>	<b>-</b>	<b>-</b>	<b>72,752</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>72,752</b>	
	I-90/Valley Line	469	MF: Mirabeau Transit Center Improvements	Work in Progress	Not Funded-MF	6,360,000	551,297	5,808,703	-	719,231	824,183	-	1,543,414	-	-	-	-	-	-	1,543,414	
		477	MF: Appleway Station Park and Ride	Work in Progress	Not Funded-MF	10,388,000	38,954	10,349,046	-	1,126,988	3,343,399	1,790,659	6,261,046	2,888,000	-	-	-	-	-	9,149,046	
	545	MF: Preliminary Engineering I-90 HPT Corridor Fa	Work in Progress	Not Funded-MF	707,516	657,109	50,407	-	50,407	-	-	50,407	-	-	-	-	-	-	50,407		
	955	Argonne Station Park and Ride	Work in Progress	Not Funded-MF	13,000,000	-	13,000,000	-	500,000	2,000,000	-	2,500,000	6,250,000	3,750,000	-	-	-	-	12,500,000		
	1020	1-90/Valley HPT, Route 7	Work in Progress	Funded	3,100,000	-	3,100,000	-	2,400,000	-	-	2,400,000	-	-	-	-	-	-	2,400,000		
	<b>I-90/Valley Line Total</b>						<b>33,555,516</b>	<b>1,247,360</b>	<b>32,308,156</b>	<b>-</b>	<b>4,796,626</b>	<b>6,167,582</b>	<b>1,790,659</b>	<b>12,754,867</b>	<b>9,138,000</b>	<b>3,750,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,642,867</b>	
	Monroe-Regal Line	479	MF: Monroe-Regal Shelter and Stop Enhancemer	Work in Progress	Not Funded-MF	5,810,798	4,616,089	1,194,709	-	601,419	-	-	601,419	-	-	-	-	-	-	601,419	
	897	Monroe-Regal Line HPT Branding	Work in Progress	Funded	688,937	62,985	625,952	-	125,952	-	-	125,952	-	-	-	-	-	-	125,952		
	<b>Monroe-Regal Line Total</b>						<b>6,499,735</b>	<b>4,679,074</b>	<b>1,820,661</b>	<b>-</b>	<b>727,371</b>	<b>-</b>	<b>-</b>	<b>727,371</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>727,371</b>	
	Sprague Line	901	Sprague Line HPT Branding	Work in Progress	Funded	1,207,607	7,676	1,199,931	-	1,000,000	-	-	1,000,000	199,931	-	-	-	-	-	1,199,931	
	<b>Sprague Line Total</b>						<b>1,207,607</b>	<b>7,676</b>	<b>1,199,931</b>	<b>-</b>	<b>1,000,000</b>	<b>-</b>	<b>-</b>	<b>1,000,000</b>	<b>199,931</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,199,931</b>
	West Broadway Line	952	West Broadway Line Improvements	Work in Progress	Not Funded-NT	1,880,000	-	1,880,000	-	1,540,000	-	-	1,540,000	-	-	-	-	-	-	1,540,000	
953		Broadway Cooperative Reconstruction Infrastruc	Work in Progress	Not Funded-NT	400,000	-	400,000	-	160,000	-	-	160,000	-	-	-	-	-	-	160,000		
954		Broadway Supporting Amenities	Work in Progress	Not Funded-NT	200,000	-	200,000	-	100,000	-	-	100,000	40,000	-	-	-	-	-	140,000		
<b>West Broadway Line Total</b>						<b>2,480,000</b>	<b>-</b>	<b>2,480,000</b>	<b>-</b>	<b>1,800,000</b>	<b>-</b>	<b>-</b>	<b>1,800,000</b>	<b>40,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,840,000</b>	
<b>High Performance Transit Implementation Total</b>						<b>48,232,858</b>	<b>9,573,358</b>	<b>38,659,500</b>	<b>-</b>	<b>8,396,749</b>	<b>6,167,582</b>	<b>1,790,659</b>	<b>16,354,990</b>	<b>9,377,931</b>	<b>3,750,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>29,482,921</b>	
Connect 2035	BRT Fleet	1028	2035: BRT Fleet -2029	Not started	Funded-2035	37,313,472	-	37,313,472	16	-	-	-	-	-	-	-	37,313,472	-	37,313,472		
	<b>BRT Fleet Total</b>						<b>37,313,472</b>	<b>-</b>	<b>37,313,472</b>	<b>16</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>37,313,472</b>	<b>-</b>	<b>37,313,472</b>	
	Connect 2035 Future Initiatives	1033	2035: Future Projects, including Facilities	Not started	Funded-2035	160,000,000	-	160,000,000	-	20,000,000	-	5,000,000	25,000,000	25,000,000	10,000,000	10,000,000	10,000,000	10,000,000	10,000,000	90,000,000	
	<b>Connect 2035 Future Initiatives Total</b>						<b>160,000,000</b>	<b>-</b>	<b>160,000,000</b>	<b>-</b>	<b>20,000,000</b>	<b>-</b>	<b>5,000,000</b>	<b>25,000,000</b>	<b>25,000,000</b>	<b>10,000,000</b>	<b>10,000,000</b>	<b>10,000,000</b>	<b>10,000,000</b>	<b>10,000,000</b>	<b>90,000,000</b>
	Division Street BRT	895	2035: Division Line BRT: Project Development	Work in Progress	Funded-2035	15,000,000	94,234	14,905,766	-	-	4,500,000	-	4,500,000	4,750,000	894,000	-	-	-	-	10,144,000	
		956	2035: Division BRT Construction and Implementa	Not started	Funded-2035	154,476,082	-	154,476,082	-	-	-	-	-	-	54,000,000	90,000,000	10,476,082	-	-	154,476,082	
	<b>Division Street BRT Total</b>						<b>169,476,082</b>	<b>94,234</b>	<b>169,381,848</b>	<b>-</b>	<b>-</b>	<b>4,500,000</b>	<b>4,500,000</b>	<b>4,750,000</b>	<b>54,894,000</b>	<b>90,000,000</b>	<b>10,476,082</b>	<b>-</b>	<b>-</b>	<b>164,620,082</b>	
Wellesley Line	1069	Wellesley HPT Line Design and Construction	Not started	Pending	9,325,000	-	9,325,000	-	45,000	180,000	-	225,000	810,000	740,000	7,550,000	-	-	-	9,325,000		
<b>Wellesley Line Total</b>						<b>9,325,000</b>	<b>-</b>	<b>9,325,000</b>	<b>-</b>	<b>45,000</b>	<b>180,000</b>	<b>-</b>	<b>225,000</b>	<b>810,000</b>	<b>740,000</b>	<b>7,550,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,325,000</b>	
<b>Connect 2035 Total</b>						<b>376,114,554</b>	<b>94,234</b>	<b>376,020,320</b>	<b>16</b>	<b>20,045,000</b>	<b>4,680,000</b>	<b>5,000,000</b>	<b>29,725,000</b>	<b>30,560,000</b>	<b>65,634,000</b>	<b>107,550,000</b>	<b>57,789,554</b>	<b>10,000,000</b>	<b>-</b>	<b>301,258,554</b>	
<b>Grand Total</b>						<b>565,038,767</b>	<b>13,457,308</b>	<b>551,581,459</b>	<b>195</b>	<b>58,482,617</b>	<b>19,107,589</b>	<b>9,740,659</b>	<b>87,330,864</b>	<b>76,326,571</b>	<b>84,312,153</b>	<b>118,660,338</b>	<b>72,521,003</b>	<b>14,115,154</b>	<b>-</b>	<b>453,266,083</b>	

Allocation by Funding Source																			
Local																			58,482,617
State																			19,107,589
Federal																			9,740,659
<b>Total</b>																			<b>87,330,864</b>

Allocation by Financial Status																			
Status Quo																			28,877,181
Moving Forward																			19,909,620
Near Term Investments																			2,089,601
Connect 2035																			29,500,000
Pending Approval																			6,954,462
<b>Total</b>																			<b>87,330,864</b>

Allocation by Procured/Managed																			
Procured																			18,704,031
Managed																			68,626,833
<b>Total</b>																			<b>87,330,864</b>

**SPOKANE TRANSIT AUTHORITY**

**PLANNING & DEVELOPMENT COMMITTEE MEETING**

May 1, 2024

**AGENDA ITEM 5F :** 2025-2030 TRANSIT DEVELOPMENT PLAN: REVIEW FINANCIAL FORECAST

**REFERRAL COMMITTEE:** n/a

**SUBMITTED BY:** Monique Liard, Chief Financial Officer  
Karl Otterstrom, Chief Planning & Development Officer

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**SUMMARY:** Staff will provide an overview of the proposed financial forecast to be included in the draft Transit Development Plan: 2025-2030.

**BACKGROUND:** A major element of the state-required Transit Development Plan (TDP) is the Operating and Financial Projections.

The revenue and expenditure forecast assumptions to be included in the 2025-2030 Transit Development Plan were reviewed and discussed at the March 27, 2024, Planning & Development Committee and the April 18, 2024, Board of Directors meeting. The Board of Directors provided general support of these assumptions and staff compiled a draft financial forecast incorporating these assumptions.

**RECOMMENDATION TO COMMITTEE:** Receive report.

**SPOKANE TRANSIT AUTHORITY**

**PLANNING & DEVELOPMENT COMMITTEE MEETING**

May 1, 2024

**AGENDA ITEM 5G :** TRANSIT-ORIENTED DEVELOPMENT: PILOT PROJECT FUNDING

**REFERRAL COMMITTEE:** n/a

**SUBMITTED BY:** Karl Otterstrom, Chief Planning & Development Officer  
Brian Jennings, Deputy Director for Community Development

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**SUMMARY:** Staff will present a proposed framework for advancing Transit-Oriented Development (TOD) within STA's Public Transportation Benefit Area (PTBA) implementing Near-Term Investment Project D-04: Launch Transit-Oriented Development Partnership.

**BACKGROUND:** In December of 2021, The STA Board adopted resolution 790-21 identifying potential near-term investment project #D-04 that would advance up to two pilot TOD opportunities in connection to existing transit facilities. The resolution programmed up to \$2 million for the project. In response to the resolution, staff have developed a framework for promoting and incentivizing TOD development in jurisdictions within the PTBA. As presented below, we propose to consider a more strategic approach to TOD investments that can provide equal access to TOD resources to jurisdictions across the PTBA.

PTBA Jurisdictions - \$1 Million Allocated

The proposed framework has three components:

- 1) **Identify and prioritize** current or future station locations in the PTBA with the greatest potential for TOD and need for physical improvements via capital investment.
- 2) **Small scale technical assistance grants** via a competitive Request for Proposals (RFP) process open to all jurisdictions in the PTBA. The funding will assist with planning, design, or preliminary engineering work that moves infrastructure projects closer to implementation.
- 3) **Station-Area planning grants** -Issue RFP for larger Station-Area Planning Grants that develop and deliver new land-use and sub-area plans intended for implementing TOD in concert with planned transit investments.

STA Properties - \$1 Million Allocated

- 1) **Identify and prioritize** – STA-owned facilities will also be considered and evaluated as part of this process.
- 2) **STA-owned properties** – Use funds for strategic land acquisitions, preliminary site-planning/programming, or feasibility analysis for redevelopment opportunities.

Initial analysis and development by staff will begin in 2024 with the front-end study. Review of the findings, public outreach, and gathering local input on the priority list of locations would follow in the fall. After further refining based on public input, a final list of identified locations would be brought forward to the Board for official adoption as TOD areas of emphasis within the PTBA.

**RECOMMENDATION TO COMMITTEE:** Receive report.

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

May 1, 2024

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

**REFERRAL COMMITTEE:** n/a

**SUBMITTED BY:** E. Susan Meyer, Chief Executive Officer

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

**RECOMMENDATION TO COMMITTEE:** For discussion.



**SPOKANE TRANSIT AUTHORITY**

**PLANNING & DEVELOPMENT COMMITTEE MEETING**

May 1, 2024

**AGENDA ITEM 8**: JUNE 5, 2024, COMMITTEE MEETING DRAFT AGENDA REVIEW

**REFERRAL COMMITTEE:** n/a

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

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**SUMMARY:** At this time, members of the Planning & Development Committee will have an opportunity to review and discuss the items proposed to be included on the agenda for the meeting of June 5, 2024.

**RECOMMENDATION TO COMMITTEE:** For discussion.

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

## PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, June 5, 2024

10:00 a.m. – 11:30 a.m.

**STA Northside Conference Room**  
**Spokane Transit Authority**  
**1230 W. Boone Avenue, Spokane, WA**  
*w/Virtual Public Viewing Option Link Below*

### DRAFT AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report *(5 minutes)*
3. Committee Action *(5 minutes)*
  - A. Minutes of the March 27, 2024, Committee Meeting -- *Corrections/Approval*
4. Committee Action
  - A. Board Consent Agenda
    1. Wellesley High Performance Transit: Regional Mobility Grant Application Approval *(Otterstrom)*
    2. STA Moving Forward: Delivery Amendment Draft (Resolution) *(Otterstrom)*
  - B. Board Discussion Agenda -- *none*
5. Reports to Committee *(55 minutes)*
  - A. Connect Spokane Comprehensive Plan Update: Draft Elements Review *(Otterstrom)*
  - B. Connect 2035 Strategic Plan: Workshop Preview – Performance Measures, Initiatives List, Evaluation Criteria *(Otterstrom)*
  - C. Division Street Bus Rapid Transit: Design and Public Outreach Update *(Otterstrom)*
  - D. 2025-2030 Transit Development Plan: Complete Draft *(Otterstrom)*  
*(Public Hearing at June 20, 2024, Board meeting)*
  - E. I-90 / Valley High Performance Transit Corridor Development Plan: Route 7 Supplemental *(Otterstrom)*
6. CEO Report *(E. Susan Meyer) (15 minutes)*
7. Committee Information
8. Review July 10, 2024, Committee Meeting Draft Agenda
9. New Business
10. Committee Members' Expressions *(5 minutes)*
11. Adjourn

Next Committee Meeting: Wednesday, July 10, 2024, *(second Wednesday)* at 10:00 a.m. in person.

Virtual Link:	Join <a href="#">here</a>	
Password:	<b>Members:</b> 2024	<b>Guests:</b> 0624
Call-in Number:	1-408-418-9388	Event #: XXXX XXX XXXX

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 (509) 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.

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

May 1, 2024

**AGENDA ITEM 9:** NEW BUSINESS

**REFERRAL COMMITTEE:** n/a

**SUBMITTED BY:** n/a

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

**RECOMMENDATION TO COMMITTEE:** For Discussion.

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

May 1, 2024

**AGENDA ITEM 10** : COMMITTEE MEMBERS' EXPRESSIONS

**REFERRAL COMMITTEE:** n/a

**SUBMITTED BY:** n/a

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

**RECOMMENDATION TO COMMITTEE:** n/a