

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

PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, October 1, 2025

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 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 September 3, 2025, Committee Meeting – Corrections/Approval
4. Committee Action
 - A. Board Consent Agenda (10 minutes)
 1. Transit Oriented Development Pilot Technical Assistance Grants: Call For Projects Approval (Poole)
 - B. Board Discussion Agenda
5. Report to Committee (45 minutes)
 - A. Draft 2026 Budget (Hamud)
 - B. Connect Spokane Comprehensive Plan: Minor Update Overview (Poole)
 - C. Connect 2035 Strategic Plan: Workshop Preview (Otterstrom)
6. CEO Report (Otterstrom) (10 minutes)
7. Committee Information
8. Review November 5, 2025, Committee Meeting Draft Agenda (5 minutes)
9. New Business (5 minutes)
10. Committee Members' Expressions (5 minutes)
11. Adjourn

Next Committee Meeting: Wednesday, November 5, 2025, at 10:00 a.m. in person.

Virtual Link:	Join here	
Password:	Members: 2025	Guests: Guest
Call-in Number:	1-408-418-9388	Event #: 2484 635 2585

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting at the STA's website: 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. 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

October 1, 2025

AGENDA ITEM 2: COMMITTEE CHAIR REPORT

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Tim Hattenburg, Planning & 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 & DEVELOPMENT COMMITTEE MEETING

October 1, 2025

AGENDA ITEM 3A : MINUTES OF THE SEPTEMBER 3, 2025, COMMITTEE MEETING

REFERRAL COMMITTEE: n/a

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

SUMMARY: Draft Minutes of the September 3, 2025, Planning & Development Committee meeting are attached for your information, corrections and/or approval.

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 September 3, 2025, Meeting

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

MEMBERS PRESENT

Tim Hattenburg, City of Spokane Valley – *Chair*
Kitty Klitzke, City of Spokane
Rhonda Bowers, Labor Representative
(*Non-voting*)
Karl Otterstrom, Chief Executive Officer

MEMBERS ABSENT

Dan Dunne, Small Cities Representative (Liberty Lake)
Al French, Spokane County
Betsy Wilkerson, City of Spokane
Chris Grover, Small Cities Representative (Cheney)
Ex-Officio

STAFF PRESENT

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

PROVIDING LEGAL COUNSEL

Patrick Keefe, Etter, McMahan, Lamberson, Van
Wert & Oreskovich, P.C.

GUESTS PRESENT

Dan Wells, Director for Capital Development
Tara Limon, Principal Planner
Andrew Casper, Deputy Chief of Operations

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

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

2. **COMMITTEE CHAIR REPORT**

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

3. **COMMITTEE ACTION**

A. **MINUTES OF THE SEPTEMBER 3, 2025, COMMITTEE MEETING**

Ms. Kitty Klitzke moved to approve the September 3, 2025, Planning & Development Committee meeting minutes. Chair Hattenburg seconded, and the motion passed unanimously.

4. COMMITTEE ACTION

A. BOARD CONSENT AGENDA

1. ARGONNE STATION PARK & RIDE: ENDORSE TO ADVIANCE FINAL DESIGN

Ms. Emily Poole introduced Mr. Dan Wells, Director of Capital Development, to present this agenda item. Mr. Wells noted this is part of a new process to seek Committee and Board endorsement to advance to final design on capital projects with budget of \$5M or more. Mr. Wells introduced Mr. Nick Hanson, the Capital Project Manager in charge of the project, was there to answer technical questions. Located at the I-90 Argonne/Mullan interchange, this project is an element of the I-90/Valley High Performance Transit (HPT) Corridor Development Plan approved in October 2022. Argonne Road is an ideal location to create new connection opportunities in the City of Spokane Valley and the City of Millwood to destinations along Route 7 Valley/Airport as well as other destinations along intersecting routes. Mr. Wells reviewed public engagement and stakeholder involvement activities that have taken place during the preliminary design phase. The project has a budget of \$13M comprised of state, federal and local funding. Mr. Wells reviewed the history of the conceptual design identified in the Corridor Development Plan and the evolution to the preferred design, which allows for greater passenger parking capacity while providing for a space-efficient design for buses and passenger activity. The preliminary design for the station was reviewed. The orientation of the transit center is now east to west, there is a dedicated bus ingress and egress, and the buses can turn around inside the loop. The new station also has a separate park and ride facility that increases parking capacity from eleven spaces to forty-one spaces. Public outreach will continue, including several open houses and a goal of beginning construction in early 2027. The cost estimate of the project is just under \$10M, this is inclusive of encumbrances and anticipated future costs; the project is projected to be within its \$13M budget.

Mr. Hattenburg commented that he appreciated staff's efforts during this project to listen to concerns from members of the public and to resolve them. Discussion ensued on design considerations, such as crosswalks, sidewalks, and expansion opportunities.

Ms. Kitty Klitzke moved to recommend the endorse, by motion, the advancement of the Argonne Station Park & Ride project to final design. Chair Hattenburg seconded, and the motion passed unanimously.

B. BOARD DISCUSSION AGENDA - NONE

5. REPORTS TO COMMITTEE

A. DIVISION STREET BUS RAPID TRANSIT: DESIGN AND PUBLIC OUTREACH UPDATE

Mr. Wells provided the Division Street Bus Rapid Transit (BRT) design and public outreach update. Staff are transitioning from 30% design to 60% design. Mr. Wells acknowledged ongoing coordination with agency stakeholders, through technical and executive-level meetings and coordination. Mr. Wells noted the submission of application materials for the project to be evaluated in the Federal Transit Administration's (FTA) Capital Investment Grant (CIG) program. Environmental documentation is being readied for submission later this month. STA is still targeting September 2030 for the start of revenue service on Division Street BRT.

B. 2026-2029 TITLE VI PROGRAM UPDATE

Ms. Poole introduced Ms. Tara Limon, the Principal Planner for the Planning & Grants Department, to present. Ms. Madeline Arredondo, the lead for the 2026-2029 Title VI Program project, was available to answer any technical questions regarding the Title VI Program. Ms. Limon explained that the demographics of the Spokane County Public Transportation Benefit Area (PTBA) set a baseline for analyzing whether policies related to disparate and disproportionate burdens with regards to new facility locations, major service changes, and fare changes are being followed. Additionally, ridership demographics, travel patterns and fare data were analyzed, utilizing the 2025 Rider Census to ensure system compliance with Title VI policies, while also providing a general understanding of rider behavior. Staff have also surveyed local community-based organizations (CBOs) who provide services to minorities, low-income, and limited English populations (LEP). Ms. Limon presented key survey findings based on information reported by CBOs on their clients' behalf and perceived travel patterns. Staff are continuing engagement activities with the community. Ms. Limon reviewed the program's adoption timeline.

Ms. Klitzke asked if the CBOs have given feedback on how to manage the barrier of "the best way to communicate is in person". Ms. Limon responded that yes, the general feedback is to have food at events. Another opportunity is to have a partner program with the "how to ride the bus" workshops put on by the STA Business Development team. Mr. Rapez-Betty added that the presence of STA's Transit Ambassadors on the bus will create more in-person options for all customers. Mr. Hattenburg commented that he appreciates all the hard work done by staff to work with community to help with these barriers.

C. CONNECT 2035 STRATIC PLAN FUNDING REVIEW

Mr. Otterstrom reviewed the Hierarchy of STA Plans, providing context for how each planning document fits within the agency's overall strategic framework. He then offered background information on *Connect Spokane*, STA's comprehensive plan for public transportation, followed by a review of *STA Moving Forward*, the agency's 10-year strategic plan focused on expanding and improving bus service. *Connect 2035*, STA's new 10-year strategic plan, is shaped by community input and grounded in the principles outlined in the comprehensive plan. The *Connect 2035 Funding and Investment Principles*, approved in March 2024, includes provisions for renewing the existing sales tax to sustain current service levels and support new initiatives under *Connect 2035*. Mr. Otterstrom outlined a sustainable financial path that maintains the current 0.8% sales tax rate, enabling STA to preserve service hours and invest in impactful, one-time strategic initiatives. The financial forecast anticipates between \$95 million and \$130 million in available funds for such investments. However, using these funds for ongoing service expansion would not be financially sustainable. Mr. Otterstrom provided the sales tax renewal timeline. To avoid scheduling the rollback of the 2/10 sales tax funding to sustain and invest in transit, a successful ballot measure must occur no later than August 2028. Staff propose engaging the Board on this topic in October.

Ms. Bowers asked how this would impact received grant funding. Mr. Otterstrom noted that the impact would vary across the portfolio. The largest impact would be on Division Street BRT; FTA could question how STA plans to fund the project if the sales tax is set to expire prior to completion of the project. Mr. Rapez-Betty added that STA has invested in these capital projects to implement services, operating funds are required to utilize these capital assets. There was additional conversation about the future of tax sunsets and other considerations.

6. CEO REPORT

Mr. Otterstrom presented the CEO Report:

Double Decker Ribbon Cutting: The ceremony will be held at noon on Saturday, September 20, at STA's Eagle Station, 850 Elm Street in Cheney.

7. COMMITTEE INFORMATION

A. FEDERAL TRANSIT ADMINISTRATION SECTION 5310: CALL FOR PROJECTS UPDATE

8. REVIEW OCTOBER 1, 2025, COMMITTEE MEETING AGENDA

9. NEW BUSINESS – *none*

10. COMMITTEE MEMBERS' EXPRESSIONS –

Mr. Hattenburg commented that he looks forward to the conference in Boston.

11. ADJOURN

With no further business to come before the Committee, Chair Hattenburg adjourned the meeting at 11:23 a.m.

Respectfully submitted,

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

Vicki Clancy, Executive Assistant
Planning & Development Department

SPOKANE TRANSIT AUTHORITY

PLANNING & DEVELOPMENT COMMITTEE MEETING

October 1, 2025

AGENDA ITEM 4A1 : TRANSIT-ORIENTED DEVELOPMENT PILOT TECHNICAL ASSISTANCE GRANTS: CALL FOR PROJECTS APPROVAL

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Emily S. Poole, Interim Chief Planning & Development Officer
Brian Jennings, Director of Community Development

SUMMARY: Spokane Transit’s Transit-Oriented Development (TOD) Pilot project is intended to support and advance development near existing and future transit and improve service effectiveness in the Public Transportation Benefit Area (PTBA), especially in High Performance Transit (HPT) corridors. Staff will provide an update on recent work identifying TOD emphasis areas and request Planning & Development Committee recommend that the Board approve allocating \$400,000 in local STA funds for a Technical Assistance Grant program for PTBA jurisdictions to advance TOD planning. Grant submissions will be subject to evaluation, ranking, and Board approval.

BACKGROUND: In December 2021, the STA Board of Directors adopted Resolution 790-21, identifying Near-Term Investment Project #D-04 “*Launch Transit-Oriented Development Partnership*” that would advance up to two pilot TOD opportunities in connection with existing transit facilities. The resolution programmed \$2 million in local STA funding for the project.

In July 2024, the Board received an update on the proposed approach for utilization of the \$2 million that has been programmed for this effort. There are two major elements of the pilot program investment. First, \$1 million is proposed to be allocated to the PTBA jurisdictions via competitive grant opportunities. The second element utilizes the remaining \$1 million to advance TOD on STA properties. More details on Element 1 and associated activities are provided below.

Element 1: PTBA Jurisdictions Competitive Grants - \$1 Million in local STA funding

STA’s comprehensive plan, *Connect Spokane*, includes policy TL 2.2 which states, “*STA may make resources available to jurisdictions to do planning and development work in advancing Transit Oriented Development in the region.*” Likewise, plan policy SU 1.4 directs us to, “*Increase interest in multi-modal connections.*” Programming \$1 million toward competitive grants for PTBA jurisdictions as an element of the TOD Pilot project is consistent with these policies.

Staff propose to offer two grant opportunities as part of this element: Technical Assistance Grants and Station-area Planning Grants. The primary goal of STA’s grant awards is to facilitate improvements that would enhance the safety and convenience of travel by bicycle or on foot, especially to nearby High-Performance Transit bus stations or stops while having the most impact on improving ridership.

- **TOD Technical Assistance Grants.** These small-scale grants would be made available for all jurisdictions in the PTBA through a call for projects. Grants awarded through this call will offer short-term consultant services to local jurisdictions in the form of planning, design, or preliminary engineering projects that bring pedestrian or bicycle access to STA facilities closer to implementation within a one-half mile radius of any of the identified station areas. STA is proposing allocating up to \$400,000 toward this grant call for projects.

- Station-area Planning Grants.** These grants are envisioned to be somewhat larger and offer funding to conduct station-area planning that develops and delivers new land-use and sub-area plans for implementing TOD in concert with existing or planned transit investments. Up to \$600,000 would be allocated toward this grant program.

TOD Technical Assistance Grants

STA is proposing to issue a call for projects for this program later this month, subject to Board approval. All proposed projects would need to be for activities within station emphasis areas identified by STA. There are two proposed project categories described below, along with corresponding evaluation criteria.

TOD Technical Assistance Grant Project Type: Transit Access and Connection - Projects for application should help improve access or connections to transit facilities, be for specific project design or engineering and should be ready for implementation. The intent is to move small, high-impact projects into preliminary design or preliminary engineering (30%). These types of projects may include cost estimates of improvements or minor capital improvements like sidewalks, crosswalks or trails that are ready for implementation.

TOD Technical Assistance Grant Project Type: Transit and Land use Integration - Projects are more broadly focused on planning and design efforts that consider transportation, land-use, and economic development. These projects will focus on advancing planning and preliminary engineering that encourage mixed-use development and support transit access. Planning may include tasks like engaging the local community in improvements to encourage mixed-use, advance transit access, and increase ridership. Design projects should be projects that have undergone a local planning process and are ready for conceptual design or engineering work where funds can help projects reach the 30% design phase.

Scoring Criteria

Overall Program Priorities:

- Alignment with STA Policy Goals-Connect Spokane
- Proximity to TOD Emphasis Areas
- Improving access to Transit
- Partnering/Collaborations with other Jurisdictions
- Getting to Construction

Transit Access and Connection		
Criteria	Description	Weight
Access to Transit	How will this project improve walking and bike access to HPT, BRT, or other fixed routes with 15-minute service?	40%

Transit Access and Connection		
Ridership Impact	Provide a detailed explanation of how this proposal will increase transit ridership and use existing ridership capacity.	30%
Collaboration with other jurisdictions or agencies	What work with other jurisdictions and agencies directly related to this proposal have you completed or have planned?	10%
Getting to construction	Explain how you plan on moving this project forward to construction beyond this funding. What is your plan to get beyond 30% design?	20%
Total		100%

Transit and Land Use Integration		
Criteria	Description	Weight
Mixed Use Communities	How does the proposal enhance or support local communities by concentrating and improving growth of jobs and households, mixed-use and compact development near transit?	20%
Expansion of Multimodal Opportunities	How does the project increase the number of travel modes in the emphasis area? Quantify how the multimodal opportunities, accessibility, walkshed, or bikeshed will grow. What number of households or jobs will be within walking/biking distance as a result of this project?	30%
Enhancement of Land Use near Transit	Explain how the project supports, advances and links the transportation and land use goals of Connect Spokane and the jurisdiction's Comprehensive Plan.	15%
Enhancement of Access to Transit	How does the project improve access to transit for pedestrians, bicycles, or micromobility?	20%
Collaboration with other jurisdictions or agencies	What work with other jurisdictions and agencies directly related to this proposal have you completed or have planned?	5%
Support for existing bicycle networks	How does the proposal improve or grow the existing regional bicycle network or access to it?	10%
Total		100%

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

Phase I Project Schedule	
Oct 1, 2025	Planning & Development Committee recommendation to authorize a Call for Projects
Oct 16, 2025	STA Board action on authorizing a Call for Projects
Oct 17, 2025	Issue Call for Projects (Notify eligible applicants)
Oct 28, 2025	Host informational meeting
Nov 5, 2025	Preliminary proposals due
Nov 6, 2025	Update Planning & Development Committee on preliminary proposals
Dec 16, 2025	Final project applications due
Jan 2026	Evaluation and ranking for projects
Feb 4, 2026	Planning & Development Committee recommends project awards
Feb 19, 2026	STA Board action on recommended project applications
Mar 2026	Begin development of agreements and supporting documentation
May 2026	Execute subrecipient agreements

RECOMMENDATION TO COMMITTEE: Recommend the Board approve, by motion, the allocation of \$400,000 for the Transit Oriented Development (TOD) Technical Assistance Grant program and authorize staff to release a call for projects for the same.

SPOKANE TRANSIT AUTHORITY

PLANNING & DEVELOPMENT COMMITTEE MEETING

October 1, 2025

AGENDA ITEM 5A : DRAFT 2026 BUDGET

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Robert Hamud, Chief Financial Officer

SUMMARY: In accordance with STA Board Resolution 681-11, the Planning & Development Committee is accountable for designing and coordinating the Board’s participation in Spokane Transit’s strategic and operational planning. This includes an annual action plan that is operationalized by the annual operating and capital budgets.

Staff will review the draft 2026 Budget at the Committee meeting, including the draft 2026 action plan and the draft 2026 operating and capital budgets. Presentation materials for the meeting will be posted on the STA website, no later than close of business October 1, 2025, at this link:

<https://www.spokanetransit.com/financial-information/>

With committee input and review, it will be forwarded to the Board for review. There will be a subsequent review with the Committee on November 5, 2025, and a public hearing with the Board on November 20, 2025. The 2026 Budget is proposed to be adopted in December 2025.

RECOMMENDATION TO COMMITTEE: Receive report.

SPOKANE TRANSIT AUTHORITY

PLANNING & DEVELOPMENT COMMITTEE MEETING

October 1, 2025

AGENDA ITEM 5B: CONNECT SPOKANE COMPREHENSIVE PLAN: MINOR UPDATE
OVERVIEW

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Emily S. Poole, Interim Chief Planning & Development Officer
Brian Jennings, Director of Community Development

SUMMARY: Staff will review a proposed scope and timeline for minor updates to *Connect Spokane*, STA's comprehensive plan for public transportation. The purpose of the minor updates are to improve overall consistency and clarity of policies and policy-related text in the plan.

BACKGROUND: *Connect Spokane* is STA's Comprehensive Plan that sets forth a vision and policy framework for the next 30 years to guide decisions made by the Board of Directors, staff and partnering agencies. While a major update to the plan was completed in October 2024, there are some minor amendments to the plan that will support the agency's mission in the advancement of the next major update in 2027. *Connect Spokane* Monitoring and Improvement Policy 4.2 - Comprehensive Plan Amendments states, "Minor amendments to the Comprehensive Plan may take place at any time so long as the change does not significantly change the scope or direction of the plan." The proposed updates meet this policy requirement.

The proposed updates will address the following:

- **Conformity** - There exists language in the current plan that no longer conforms with long-established agency actions.
- **HPT Maps and Tables** - The High Performance Transit (HPT) network is the backbone of STA's Fixed Route System. It is therefore essential that all public-facing material relating to this network is the most current and complete.
- **Fixed-Route Performance Standards** - Standards imply accountability, comparison, and remediation in the event of non-compliance. Standards should be straight-forward and derived from a rational, transparent basis. The standards have not been updated since the adoption of *Connect Spokane* in 2010.
- **Policy Clarification** - Since the adoption of the last major update in October 2024, the agency has identified or will soon undertake new initiatives that, while supported by the Board and are consistent with the direction of the agency and *Connect Spokane*, are not directly addressed in *Connect Spokane*. This task seeks to bring policies into alignment with the initiatives already supported by the Board and the comprehensive plan.

The proposed timeline is as follows:

Date	Body	Action
October 2025	P&D Committee	Introduce general scope
November 2025	P&D Committee	Draft redlines of changes
November 2025 – January 2026	General Public	Outreach and Community Engagement
February 2026	P&D Committee	Final draft
February 2026	Board of Directors	Public Hearing
March 2026	P&D Committee	Recommendation to Board
March 2026	Board of Directors	Action

RECOMMENDATION TO COMMITTEE: Receive report.

SPOKANE TRANSIT AUTHORITY

PLANNING & DEVELOPMENT COMMITTEE MEETING

October 1, 2025

AGENDA ITEM 5C: CONNECT 2035 STRATEGIC PLAN: WORKSHOP PREVIEW

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Karl Otterstrom, Chief Executive Officer
Robert Hamud, Chief Financial Officer
Carly Cortright, Chief Communications & Customer Service Officer

SUMMARY: Staff will preview the draft agenda for the Board workshop scheduled for Thursday, October 16, 2025. The workshop's objectives are focused on identifying the path forward to sustain and invest transit in the region, consistent with the *STA Connect 2035* plan.

BACKGROUND: In accordance with STA Board Resolution 681-11, the Planning & Development Committee is accountable for designing and coordinating the Board's participation in Spokane Transit's strategic and operational planning. After a three-year effort, including robust board and community engagement, the Board passed resolution 831-24 in December 2024 adopted the Connect 2035 Strategic Plan. The plan's appendix identifying strategic initiatives was updated in April 2025 to include delivery timelines. The complete plan, as well as background information, can be found on STA's dedicated Connect 2035 website:

<https://staconnect2035.com/>

As was considered in the development of the plan, sustaining existing funding levels is an essential predicate for plan implementation. In addition to previewing the agenda, staff will outline the revenue and expenditure assumptions supporting Connect 2035. This will include long-term forecasts for revenues and expenditures related to Connect 2035 for a ten (10) year outlook. Staff will also introduce a proposal to gather additional community input on funding for sustaining transit service and investing in the plan.

RECOMMENDATION TO COMMITTEE: Receive report.

SPOKANE TRANSIT AUTHORITY
PLANNING & DEVELOPMENT COMMITTEE MEETING

October 1, 2025

AGENDA ITEM 6: CEO REPORT - INFORMATION

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Karl Otterstrom, Chief Executive Officer
Emily Poole, Interim Chief Planning & Development Officer

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

November 5, 2025

AGENDA ITEM 8: NOVEMBER 5, 2025, COMMITTEE MEETING DRAFT AGENDA REVIEW

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Emily Poole, Interim Chief Planning & Development Officer

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 November 5, 2025.

RECOMMENDATION TO COMMITTEE: For discussion.

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PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, November 5, 2025

10:00 a.m. – 11:30 a.m.

Northside Conference Room
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DRAFT AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report (5 minutes)
3. Committee Action (5 minutes)
 - A. Minutes of the October 1, 2025, Committee Meeting – *Corrections/Approval*
4. Committee Action
 - A. Board Consent Agenda (5 minutes)
 - B. Board Discussion Agenda
5. Report to Committee (45 minutes)
 - A. Federal Transit Administration Section 5310: Recommend Funding Awards (Poole)
 - B. Draft 2026 Planning & Development Committee Work Program (Poole)
 - C. Proposed 2026 Budget (Hamud)
 - D. Connect Spokane Comprehensive Plan: Minor Update Redline Review (Poole)
 - E. 2026 – 2029 Title VI Program Draft (Poole)
 - F. Wellesley Corridor Development Plan (Poole)
6. CEO Report (Otterstrom) (15 minutes)
7. Committee Information
8. Review December 3, 2025, Committee Meeting Draft Agenda (5 minutes)
9. New Business (5 minutes)
10. Committee Members' Expressions (5 minutes)
11. Adjourn

Next Committee Meeting: Wednesday, December 3, 2025, at 10:00 a.m. in person.

Virtual Link:	Join here	
Password:	Members: 2025	Guests: Guest
Call-in Number:	1-408-418-9388	Event #: XXXX XXX XXXX

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SPOKANE TRANSIT AUTHORITY
PLANNING & DEVELOPMENT COMMITTEE MEETING

October 1, 2025

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 & Development.

RECOMMENDATION TO COMMITTEE: For Discussion.

SPOKANE TRANSIT AUTHORITY

PLANNING & DEVELOPMENT COMMITTEE MEETING

October 1, 2025

AGENDA ITEM 10 : COMMITTEE MEMBERS' EXPRESSIONS

REFERRAL COMMITTEE: n/a

SUBMITTED BY: n/a

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

RECOMMENDATION TO COMMITTEE: n/a