

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

**PLANNING & DEVELOPMENT COMMITTEE MEETING**

Minutes of the March 4, 2026, Meeting

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

**MEMBERS PRESENT**

Kitty Klitzke, City of Spokane - *Chair*  
Pam Haley, City of Spokane Valley  
Sarah Dixit, City of Spokane  
Elsa Martin, Small Cities (Cheney)  
*Ex-Officio*  
Rhonda Bowers, Labor Representative  
*(Non-voting)*  
Karl Otterstrom, Chief Executive Officer

**MEMBERS ABSENT**

Al French, Spokane County  
Dan Dunne, Small Cities (Liberty Lake)

**STAFF PRESENT**

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

**PROVIDING LEGAL COUNSEL**

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

**GUESTS PRESENT**

Tara Limon, Principal Planner  
Brian Jennings, Director of Community  
Development

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1. CALL TO ORDER AND ROLL CALL

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

2. COMMITTEE CHAIR REPORT

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

3. COMMITTEE ACTION

A. MINUTES OF THE FEBRUARY 4, 2025, COMMITTEE MEETING

**Ms. Pam Haley moved to approve the February 4, 2025, Planning & Development Committee meeting minutes. Ms. Sarah Dixit seconded, and the motion passed unanimously.**

4. COMMITTEE ACTION - RECOMMENDATION

A. BOARD ACTION - CONSENT AGENDA

1. CONNECT SPOKANE MINOR UPDATE: FINAL DRAFT RECOMMENDATION

Ms. Emily Poole presented the final draft recommendation for *Connect Spokane*, STA's Comprehensive Plan, which establishes a long-term vision and policy framework for transit in the region over the next 30 years. The plan guides decision-making by the Board of Directors, staff, and partnering agencies. The 2026 minor updates to the plan are anticipated to be completed this month, subject to Board adoption of the final draft. Staff proposed minor updates to improve the consistency and clarity of policies and related text throughout the document. Redlined draft changes were first presented at the Committee's November 2025 meeting. Following stakeholder feedback, a revised redline draft was presented at the February 2026 Committee meeting, and a public hearing was held at the February 19, 2026, Board meeting. Staff reviewed testimony, including a request from Councilmember Zack Zappone for clarification regarding the timing and frequency of plan updates. One oral comment and no written comments were received as part of the public hearing.

**Ms. Pam Haley moved to approve, by resolution, the proposed amendments to Connect Spokane: A Comprehensive Plan for Public Transportation Ms. Sarah Dixit seconded, and the motion passed unanimously.**

B. BOARD ACTION – OTHER/COMMITTEE RECOMMENDATION – *nothing presented*

5. REPORTS TO COMMITTEE

A. CONNECT 2035 STRATEGIC PLAN: DRAFT AMENDMENT

Ms. Emily Poole presented the Connect 2035 Strategic Plan Draft Amendment which includes several revisions based on *Connect Spokane* updates and Board and community discussions. The proposed amendments consist of changes to initiative timelines and descriptions including adjustments to the Mobility on Demand (MOD) pilot project timeline, revising the High Performance Transit (HPT) planning description in Spokane Valley to align with *Connect Spokane*, and expanding the Facilities Maintenance Plan implementation to align with the Phase 2 analysis focusing on Essential Support Facilities (ESF) rather than a clean energy campus. Additionally, the Zero Emission Vehicle (ZEV) Transition Plan description reflects the acquisition of buses for Division Street Bus Rapid Transit (BRT) and the requirement for future grant success for further ZEV acquisition. Staff are proposing adding a Community Van program under Goal 2 to support mobility needs through partner organizations. The public hearing will take place at the March 19, 2026, Board meeting. Final amendments and a resolution will be presented for committee recommendation in April 2026, followed by Board adoption.

Ms. Haley asked about the Community Van Program; there is a new organization in the Spokane Valley that may have a need for this type of program. Mr. Brandon Rapez-Betty responded that this program may be able to help them. Ms. Rhonda Bowers asked about Zero Emission grant funding and its potential impacts on the Division BRT. Mr. Rapez-Betty responded that the changes in this funding will not affect the Division BRT project.

B. 2027-2032 TRANSIT DEVELOPMENT PLAN: TACTICAL FRAMEWORK AND STAKEHOLDER OUTREACH

Ms. Emily Poole reviewed the tactical framework and stakeholder outreach approach for the 2027-

2032 Transit Development Plan (TDP), which is STA’s primary mid-range planning document and is scheduled for Board adoption in July 2026. Under Board Resolution 767-19, the Committee is responsible for coordinating the Board’s role in strategic and operational planning, including development of the TDP. Ms. Poole presented for discussion and feedback a framework aligned with the *Connect 2035* goals. During the discussion Ms. Klitzke encouraged statements to address the efforts towards capturing public sentiment, and community interest in the 2/10 of 1% renewal; Ms. Dixit requested more specificity in the statements.

Ms. Poole outlined a broader stakeholder outreach approach that extends beyond the required public hearing to increase participation in plan development. Open houses will begin in June, including a new hybrid open house. Several additional stakeholders were recommended by members of the committee including Spokane Public Schools and Spokane Homeless Association. The finalized framework alongside the TDP financial forecast and service assumptions will be presented at the April Planning & Development Committee meeting.

C. FIVE MILE MOBILITY HUB UPDATE

Ms. Poole introduced Mr. Brian Jennings, Director of Community Development. Mr. Jennings provided an update on the Five Mile Mobility Hub study, which supports the *Connect Spokane* goal of evaluating existing transit centers for potential mobility hub implementation. Mobility hubs are intended to support multiple travel options, including carshare, bikeshare, dockless vehicles, ride-sharing services, and future shared autonomous vehicles. Five Mile Park and Ride was identified as a candidate location and STA contracted with Toole Design Group to conduct a study of implementation options. The consultant will develop siting criteria, identify mobility hub features, evaluate locations across the region, and create design concepts and implementation recommendations for Five Mile Park and Ride. The draft Five Mile Mobility Hub Report is expected to be available for review in October 2026. The project will conclude with a final report and presentation at the December Board meeting.

Chair Klitzke shared her excitement for this concept and asked about ways mobility hubs can support more transportation modes. Mr. Jennings responded that through the study, staff will learn how others in the transit industry are using mobility hubs.

6. CEO REPORT

Double-Decker Rides Again – On February 21, 2026, Mr. Karl Otterstrom and Mr. Rapez-Betty rode the first double-decker bus (since temporarily taken out of service) from Spokane to Cheney and back. It was good to see firsthand the new safety protocols that have been put in place and also see the enthusiasm of our coach operator.

2026 Service Revisions – Kootenai County declined STA’s service connection which enables STA to serve Hillyard Without near-term removal of service in Peaceful Valley.

7. COMMITTEE INFORMATION – *nothing presented*

8. REVIEW APRIL 1, 2026, COMMITTEE MEETING AGENDA

The Committee reviewed the draft agenda for the upcoming April 1, 2026, Planning & Development Committee meeting. No changes were suggested at this time.

9. NEW BUSINESS – *nothing presented*

10. COMMITTEE MEMBER EXPRESSIONS – *nothing expressed*

11. ADJOURN

With no further business to come before the Committee, Chair Klitzke adjourned the meeting at 10:46 a.m.

Respectfully submitted,

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

Vicki Clancy  
Executive Assistant to the Chief Planning & Development Officer