

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

PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, March 4, 2026

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 *(15 minutes)*
 - A. Minutes of the February 4, 2026, Committee Meeting – *Corrections/Approval*
4. Committee Action
 - A. Board Consent Agenda *(5 minutes)*
 1. Connect Spokane Minor Update: Final Draft Recommendation *(Poole)*
 - B. Board Discussion Agenda - *none*
5. Report to Committee *(40 minutes)*
 - A. Connect 2035 Strategic Plan: Draft Amendment *(Poole)*
 - B. 2027-2032 Transit Development Plan: Tactical Framework and Stakeholder Outreach *(Poole)*
 - C. Five Mile Mobility Hub Update *(Poole)*
6. CEO Report *(Otterstrom) (15 minutes)*
7. Committee Information *(no discussion/staff available for questions)*
8. Review April 1, 2026, Meeting Draft Agenda *(5 minutes)*
9. New Business
10. Committee Members' Expressions *(5 minutes)*
11. Adjourn

Next Committee Meeting: Wednesday, April 1, 2026, at 10:00 a.m. in person.

Optional Virtual Link: [Join the meeting now](#)

Meeting ID: 240 765 453 499 37

Password: q4bo3f7v

Call-in Number: 1-509-824-1714

Conference ID: 228 756 876#

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.



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Chair Report
Meeting Date: March 4, 2026
Agenda Item: 2

Presented To: Planning & Development Committee
Referral Committee: n/a
Title: COMMITTEE CHAIR REPORT
Submitted by: Kitty Klitzke, Planning & Development Committee

Purpose: For information.
Recommendation: n/a
Attachments and/or Online Links: n/a

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



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Committee Action
Meeting Date: February 4, 2026
Agenda Item: 3A

Presented To: Planning & Development Committee
Referral Committee: n/a
Title: MINUTES OF THE FEBRUARY 4, 2026, COMMITTEE MEETING
Submitted by: Emily S. Poole, Chief Planning & Development Officer

Purpose: For decision.
Recommendation: Approve committee minutes as presented.
Attachments and/or Online Links: Draft Minutes

SUMMARY: Draft Minutes of the February 4, 2026, Planning & Development Committee meeting are attached for your information, corrections and/or approval.

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

PLANNING & DEVELOPMENT COMMITTEE MEETING

DRAFT Minutes of the February 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
Elsa Martin, Small Cities Representative (Cheney)
Ex-Officio
Rhonda Bowers, Labor Representative
(*Non-voting*)
Karl Otterstrom, Chief Executive Officer

MEMBERS ABSENT

Dan Dunne, Small Cities Representative (Liberty Lake)
Al French, Spokane County
Sarah Dixit, City of Spokane

STAFF PRESENT

Brandon Rapez-Betty, Chief Operations Officer
Emily Poole, Interim 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

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 DECEMBER 3, 2025, COMMITTEE MEETING

Ms. Pam Haley moved to approve the December 3, 2025, Planning & Development Committee meeting minutes. Chair Klitzke seconded, and the motion passed unanimously.

4. COMMITTEE ACTION - RECOMMENDATION

A. BOARD ACTION - CONSENT AGENDA – *nothing presented*

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

5. REPORTS TO COMMITTEE

A. 2026 PLANNING & DEVELOPMENT COMMITTEE WORK PROGRAM: REVIEW

Ms. Emily Poole presented an overview of the 2026 Planning & Development Committee Work Program to aid members' understanding of the activities the committee will undertake throughout the year. The 2026 work program includes the Annual Planning Calendar which identifies the four planning documents founded on the principles and policies of *Connect Spokane* that require annual updates: the 2027-2032 Transit Development Plan with associated Service Improvement Program, Capital Improvement Program, and Annual Action Plan/Budget.

Ms. Poole highlighted the other major 2026 planning efforts from the approved work program that would be a part of the committee's work plan this year.

B. 2027-2032 TRANSIT DEVELOPMENT PLAN: OVERVIEW

Prior to her presentation, Ms. Poole introduced Ms. Tara Limon, Principal Transit Planner, for additional technical questions as needed. The agency's primary mid-range planning document is the Transit Development Plan (TDP); it translates the vision of *Connect Spokane* into actionable, six-year windows and is required by State Law (RCW 35.58.2795). The current 2026-2031 TDP was adopted by the Board on July 24, 2025, and is located on STA's website at:

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

Ms. Poole provided an overview of the TDP Project Timeline with a goal of adoption in July of 2026. The TDP includes the six-year Capital Improvement Program (CIP), three-year Service Improvement Program (SIP), and operating and financial projections which outline how STA will meet state and local long-range priorities for public transportation, capital improvements, significant operating changes, and program funding. In March, staff will seek committee input on a mid-range tactical framework and the approach to stakeholder outreach.

C. WELLESLEY CORRIDOR DEVELOPMENT PLAN: REPORT ON EXISTING CONDITIONS AND UPCOMING ENGAGEMENT

Ms. Poole provided a report on the Route 33 Wellesley Corridor Development Plan (CDP). To begin formal recognition of the route as an HPT corridor, staff will prepare a Corridor Development Plan (CDP) for future consideration by the Board. As part of this effort, Ms. Poole provided an overview of the corridor's background and current conditions, as well as a preview of the first phase of community engagement planned for February and March 2026.

Chair Klitzke requested the confirmed outreach dates to be shared with her office for additional advertisement. Ms. Poole agreed to provide them.

D. CONNECT SPOKANE MINOR UPDATE: DRAFT REVIEW

Ms. Emily Poole presented. *Connect Spokane* is STA's Comprehensive Plan, outlining a long-term vision and policy framework to guide the region's transit system over the next 30 years. This informs decision-making by the Board of Directors, staff, and partnering agencies. Ms. Poole presented several proposed updates intended to improve overall consistency, clarity, and alignment of policies and

related text. The initial redline updates were introduced at the November 5, 2025; since that meeting, staff met with colleagues from partner jurisdictions, representatives of community groups, and non-profits to gather feedback on the proposed minor updates. Ms. Poole provided clarification related to Community Hubs concept and presented the proposed timeline including the public hearing of the February 3, 2026 draft at the February 19, 2026 Board meeting.

E. TRANSIT ORIENTED DEVELOPMENT PILOT UPDATE

Ms. Poole introduced Mr. Brian Jennings, Director of Community Development, who provided an update on the Transit Oriented Development (TOD) Pilot Project, which aims to support development near key transit corridors within the Public Transportation Benefit Area (PTBA). After incorporating previous guidance from the Committee, Mr. Jennings provided an overview of the refined implementation approach to focus on site identification, feasibility analysis, development program alternatives, defining development terms, and advancing a joint development process. The draft timeline, which includes major activities through 2026 and into 2027 including consultant selection, market and economic analysis, development program refinement, and finally preparation of a Board recommendation ahead of a Joint Development RFP.

The first step of site selection is complete. Mr. Jennings summarized the 2025 TOD performance analysis, which evaluated STA facilities based on transit connectivity, job access, travel time comparison, population activity density, car ownership levels, walk score, and land-use diversity. Focusing on STA-owned properties for efficiency, the South Hill Park & Ride emerged as the preferred site due to its strong performance and ongoing residential growth in the area. This site will move forward for the TOD Pilot Planning Study.

F. REDISTRIBUTION OF FEDERAL TRANSIT ADMINISTRATION SECTION 5310 FUNDS FOR 2021-2024

Ms. Poole reintroduced Ms. Tara Limon, Principal Transit Planner and Planning and Grants Manager, to present an update on the redistribution of Federal Transit Administration (FTA) Section 5310 funds for fiscal years 2021 through 2024. As the designated recipient for the Spokane Urbanized Area, STA is responsible for distributing funds to eligible subrecipients. Staff are re-allocating funds within the Board approved authority to make minor adjustments. Remaining federal operating and capital funds (\$186,024) from FY2021 and FY 2024 need to be reassigned along with one available ADA-accessible vehicle based on removal from a prior recipient. Operating funds from FY24 include \$47,003 in Board authorized STA local dollars. SNAP was the singular subrecipient in both fiscal years confirmed interest in additional operating funds; The Arc of Spokane will receive FY 2024 operating funds.

Regarding capital funds, STA will increase the federal share for Riverview Retirement Community's vehicle project and allocate the remaining FY 2024 capital funds to STA's Contracted Human Services program. Only FY 2024 awards require a local match. The Arc of Spokane was selected to receive the available ADA-accessible vehicle due to being able to place the vehicle into service quickly and support its operating costs.

G. FEBRUARY BOARD WORKSHOP PREVIEW

The Board workshop is scheduled for Thursday, February 19, 2026, beginning at 11:45 a.m. to review *Connect 2035* core investments and implementation. Lunch will be provided at 11:30 a.m., followed by the STA Board Meeting at 1:30 p.m. Mr. Otterstrom reviewed the agenda which included Connect 2035 Outreach update, Facilities Master Plan-Phase 2 update and scope refinements, FTA Capital

Investment Grand Program and Division Bus Rapid Transit (BRT) with a presentation from Sherry Little (Cardinal Infrastructure), and Board guidance regarding reauthorization ballot measure.

6. CEO REPORT

Pilot Service to Kootenai County – Mr. Otterstrom drafted a letter to Kootenai county Board of County Commissioners to begin dialog of possible extension of STA bus service on a pilot basis which is planned for submission on Thursday, February 5, 2026. Kootenai County’s response will determine whether the pilot project can move forward. This cross-state service concept refers to the route operating between Mirabeau Transit Center in Spokane Valley and City of Post Falls as far as Idaho Road. Timed connections to service in Coeur d’Alene (CityLine Route B) and Spokane and Spokane International Airport (STA Route 7 Valley/Airport) would be discussed. Other considerations would include operating for an extended AM/PM peak periods on weekdays, and providing paratransit service to areas in Kootenai County serviced by the route (per federal regulations).

Federal Funding Allocated for Division Street Bus Rapid Transit (BRT) – The Senate passed the FY 2026 appropriations bill on January 30, 2026, followed by House concurrence and presidential signature on February 3, 2026. The legislation allocates \$82 million in FTA Capital Investment Grant funding to the Division Street BRT project and reiterates the requirement to follow all established Capital Investment Grant (CIG) processes. Sherry Little of Cardinal Infrastructure provided an overview of the CIG requirements and outlined the key steps necessary for securing the newly allocated federal funding for STA’s project.

7. COMMITTEE INFORMATION – *nothing presented*

8. REVIEW MARCH 4, 2026, COMMITTEE MEETING AGENDA

The Committee reviewed the draft agenda for the upcoming March 4, 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 Hattenburg adjourned the meeting at 11:00 a.m.

Respectfully submitted,



Vicki Clancy
Executive Assistant to the Chief Planning & Development Officer
Planning & Development Department



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Board Action-Consent Agenda
Meeting Date: March 4, 2026
AGENDA ITEM: 4A1

Presented To: Planning & Development Committee
Referral Committee: n/a
Title: CONNECT SPOKANE MINOR UPDATE: FINAL DRAFT RECOMMENDATION
Submitted by: Emily S. Poole, Chief Planning & Development Officer
Mike Tresidder, Senior Transit Planner

Purpose: For decision.
Recommendation: Recommend the Board approve, by resolution, the minor updates to the Connect Spokane comprehensive plan as presented.

Attachments and/or Online Links: <https://www.spokanetransit.com/projects/comprehensive-plan/>

SUMMARY: *Connect Spokane* is STA’s Comprehensive Plan that sets forth a vision and policy framework for transit in our region for the next 30 years. This document guides decisions made 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 document.

Staff proposed minor updates to improve consistency and clarity of policies and policy-related text in the plan. Redlines of the draft changes were presented during the Committee’s November 2025 meeting, and following stakeholder feedback, a revised redline draft presented at the February 2026 Committee meeting, with a public hearing held at the February 19, 2026, Board meeting. Staff reviewed testimony identifying that CM Zappone sought clarification on timing of updates, and how often they occurred. One oral comment and zero written comments were received as part of the public hearing.

RESOLUTION NO. XXX-26

A RESOLUTION FOR THE PURPOSE OF ADOPTING AMENDMENTS TO CONNECT SPOKANE: A
COMPREHENSIVE PLAN FOR PUBLIC TRANSPORTATION

SPOKANE TRANSIT AUTHORITY
Spokane County, Washington

BE IT RESOLVED BY THE SPOKANE TRANSIT AUTHORITY as follows:

WHEREAS, the Spokane Transit Authority (STA) is a municipal corporation operating and existing under and pursuant to the Constitution and Laws of the State of Washington, including RCW Title 36, Chapter 57A, Public Transportation Benefit Area; and,

WHEREAS, it is to the benefit of STA to define the general direction for the delivery of public transportation service in the future; and,

WHEREAS, by Resolution No. 665-10, the STA Board of Directors first adopted Connect Spokane: A Comprehensive Plan for Public Transportation (Comprehensive Plan) on July 21, 2010; and,

WHEREAS, subsequent updates to the Comprehensive Plan were adopted by the STA Board of Directors pursuant to Resolution No. 669-10, adopted September 15, 2010; a motion approved January 13, 2012; Resolution No. 711-13, adopted December 19, 2013; Resolution 717-14, adopted May 22, 2014; Resolution No. 732-15, adopted June 18, 2015; Resolution No. 760-17, adopted December 14, 2017; Resolution No. 769-19 adopted May 16, 2019; Resolution No. 795-22, adopted May 19, 2022; and Resolution No. 826-24, adopted October 17, 2024; and,

WHEREAS, in addition to minor grammatical and stylistic changes, the STA Board of Directors recognizes the need to make minor updates to specific sections - High Performance Transit, Flexible Services, System Infrastructure, Regional Transportation and Land Use, Sustainability, Annex 1: Fixed Route Standards - of the Comprehensive Plan to inform other ongoing planning efforts at the agency to ensure that recommendations are consistent with the most current policy, and,

WHEREAS, the STA Board of Directors recognizes the need to provide a foundation for ongoing planning efforts to inform the future direction and vision of the agency, and,

WHEREAS, the STA Board of Directors conducted a duly noticed public hearing on February 19, 2026;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of STA as follows:

Section 1. The STA Board of Directors hereby adopts the amendments, in addition to minor grammatical and stylistic changes, to the following existing and new elements of Connect Spokane: A Comprehensive Plan for Public Transportation as shown in Exhibit A:

- High Performance Transit
- Flexible Services
- System Infrastructure
- Regional Transportation, Land Use, and Economic Development
- Sustainability
- Annex 1: Fixed Route Standards

Section 2. The STA Board of Directors hereby directs and authorizes the Chief Executive Officer to effectuate and finalize these amendments and take all other necessary and proper action to administer the Comprehensive Plan.

Section 3. This resolution shall take effect and be in force immediately upon passage.

ADOPTED by STA at a regular meeting thereof held on the 19th day of March 2026.

Attest:

Dana Infalt
Clerk of the Authority

Lance Speirs
STA Board Chair

Approved as to form:

Megan Clark
Legal Counsel



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Report to Committee
Meeting Date: March 4, 2026
Agenda Item: 5A

Presented To: Planning & Development Committee

Referral Committee: n/a

Title: CONNECT 2035 STRATEGIC PLAN: DRAFT AMENDMENT

Submitted by: Emily S. Poole, Chief Planning & Development Officer
Mike Tresidder, Senior Transit Planner

Purpose: Receive report.

Recommendation: n/a

Attachments and/or Online Links: Staff Report: Connect 2035 Proposed Redlines

SUMMARY: Through discussions with the STA Board of Directors and the community, several projects identified in *Connect 2035* warrant adjustments to their timelines or description. Staff will review these projects and their potential adjustments, plus one potential addition to *Connect 2035*, in further detail during the Committee meeting. They include:

- Recognizing the desire and the ability for earlier implementation of the Mobility on Demand pilot projects, with timelines being adjusted to a 2026 launch year
- Revising the project description for future High Performance Transit (HPT) planning in Spokane Valley to bring it in alignment with Connect Spokane
- Expanding the description of Facilities Master Plan implementation to align with the outcomes of the Phase 1 planning effort and the findings of Phase 2 to focus essential support facilities instead of a future clean energy campus
- Adjusting the description for the implementation of the Zero Emission Vehicle Transition Plan to align with the findings of Phase 2 of the Facilities Master Plan
- Introducing the Community Van program whereby a van or other passenger vehicle is made available to an identified partner organization to provide mobility assistance for targeted groups or individuals that align with the partner organization’s mission and programs.

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

Month	Activity
March 2026	<u>Planning & Development Committee:</u> Introduce full redline of amendments to <i>Connect 2035</i> for review and discussion <u>Board of Directors:</u> Public hearing on proposed amendments
April 2026	<u>Planning & Development Committee:</u> Present final amendments and draft resolution for recommendation to full board <u>Board of Directors:</u> Adopt by resolution plan amendments

SPOKANE TRANSIT AUTHORITY

Staff Report: Agenda Item **5A**

Presented to: Planning & Development Committee

SUBJECT: Connect 2035 Proposed Redlines

Connect 2035 Project Description	Revised Project Description	Targeted Delivery Year	Revised Delivery Year
Implement a Mobility-on-Demand pilot in Latah Valley	<i>(no changes to project description)</i>	2027-2029	2026-2028
Implement a Mobility-on-Demand pilot in North Spokane Valley	<i>(no changes to project description)</i>	2027-2029	2026-2028
Conduct planning and design for future HPT corridors: extend Route 90 - Sprague to the Appleway Park-n-Ride	Conduct planning and preliminary design for a future HPT corridor in Spokane Valley and Liberty Lake, serving Sprague and Appleway, among other activity centers and destinations	2032	<i>(no changes to targeted delivery year)</i>

Connect 2035 Project Description	Revised Project Description	Targeted Delivery Year	Revised Delivery Year
No existing project description	<p>Under Goal 2: Lead and Collaborate with Community Partners</p> <p>Implement a Community Van program whereby a van or other passenger vehicle is made available to an identified partner organization to provide mobility assistance for targeted groups or individuals that align with the partner organization’s mission and programs</p>		2026-2028
<p>Implement the Zero-Emission Vehicle Transition Plan</p> <p><i>ZETVP 2: Resume Purchase of Fixed-Route EV</i></p>	<p><i>ZETVP 2: Continue purchase of ZEV fixed-route coaches for Division BRT and other fixed-route operations, contingent upon successful grant funding and availability of in-route charging infrastructure</i></p> <p><i>[Partner agencies column updated to omit names of bus manufacturers]</i></p>	2029-2035	<i>(no changes to targeted delivery year)</i>

Connect 2035 Project Description	Revised Project Description	Targeted Delivery Year	Revised Delivery Year
Implement the Facilities Master Plan to create a Clean Energy Campus <i>FMP 1: Build Out Plaza Public Space</i> <i>FMP 2: Open Training Facility</i> <i>FMP 3: Clean Energy Campus #1</i>	<i>Implement the Facilities Master Plan to construct and provide Essential Support Facilities</i>	2032	2026 – 2035
		2027	
		2029	
	<i>ESF 1: Renovate the Plaza for public meeting and administrative space</i>		2028
	<i>ESF 2: Build the near-term operator training course</i>		2028
	<i>ESF 3: Construct new Fixed Route Operations Center</i>		2028-2030
<i>ESF 4: Build a new Paratransit and Rideshare Operations base</i>		2029-2030	
<i>ESF 5: Acquire property for future clean energy base</i>		2028	

Redline text revisions for Page 35 “Core Investments: ~~Clean Energy Campus~~ Essential Support Facilities & Zero Emission Buses”

We are continuing our work to create a ~~healthier resilient~~ region ~~and reduce greenhouse gas emissions~~ by purchasing zero emission vehicles when practicable and building essential support facilities to maintain and enhance transit operations long into the future. ~~a new clean energy campus for STA to store and charge these vehicles.~~

~~Clean Energy Campus~~ Essential Support Facilities

~~STA is committed to reducing the carbon impact of our campus through new and energy-efficient facilities. The new campus will contribute to our operational efficiency that have lower maintenance costs. The future campus showcases our commitment to sustainability and positions STA as a leader in environmental responsibility, inspiring broader adoption of similar practices.~~

Critical to investing in and sustaining transit operations in the coming decades is a thoughtful and timely investment in essential support facilities. This includes but is not limited to maintenance, storage, training, and administrative facilities. Investments in essential support infrastructure ensure STA can address existing needs while pursuing its long-term commitment to reducing the carbon impact of our operations through new and energy-efficient vehicles and facilities. These investments are informed by the STA Facilities Master Plan which has identified a strategic complement of investments to support Fixed Route and Paratransit operations, vehicle maintenance, operator training, administrative offices, and an improved public meeting location and configuration. Additionally, STA is committed to acquiring property to support a new clean energy base which we envision constructing later next decade (subject to funding availability) to support transit expansion and sustainable operations for decades to come.

Zero Emission Vehicles

STA currently has 36 battery electric buses and aims to achieve a 100% zero-emission bus fleet by 2045 to meet state requirements. To date STA has primarily funded the transition to zero-emission technologies through available grant funding and will continue to identify, pursue, and leverage these opportunities to reduce the burden on Spokane taxpayers. In addition to environmental benefits, zero emission buses offer lower operating and maintenance costs, helping to ensure the long-term financial sustainability of our transit system.



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Report to Committee
Meeting Date: March 4, 2026
Agenda Item: 5B

Presented To: Planning & Development Committee

Referral Committee: n/a

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

Submitted by: Emily S. Poole, Chief Planning & Development Officer
 Madeline Arredondo, Associate Transit Planner

Purpose: Receive report.

Recommendation: n/a

Attachments and/or Online Links: <https://www.spokanetransit.com/projects/transit-development-plan/>
 Draft 2027-2032 Mid-range Tactical Framework
 Draft Outreach and Engagement Milestones

SUMMARY: According to STA Board Resolution 767-19, the Planning & Development Committee is accountable for designing and coordinating the Board’s participation in STA’s strategic and operation planning. STA’s primary mid-range planning document is the Transit Development Plan (TDP). The 2027-2032 TDP is expected to be adopted in July 2026. The current adopted 2026-2031 TDP can be viewed on STA’s website.

BACKGROUND: One of the first steps in the annual preparation of STA’s Transit Development Plan is the Committee’s review and recommendation to the Board of Directors guidance statements for the mid-range tactical framework that identify the priorities to be included in the plan. In April 2023, the Board of Directors chose a framework that responds directly to the goals in *Connect 2035* to advance the vision of “Connecting everyone to opportunity.” The attached staff report represents a proposed narrative to tie the *Connect 2035* goals to planned milestones during the upcoming six-year period. These goals are as follows:

1. **Elevate the customer experience**
2. **Lead and collaborate with community partners to enhance the quality of life in our region**
3. **Strengthen our capacity to anticipate and respond to the demands of the region**

Staff have also developed an approach to stakeholder outreach for Committee review and input that goes beyond the required public hearing held in June. The intention is to involve more stakeholders in the development of the plan. The attached document provides an outline of the proposed milestone and outreach schedule.

Next steps for the development of the TDP include proposing revisions to the framework informed by the latest financial information and assumptions for future service levels at the April meeting.

SPOKANE TRANSIT AUTHORITY

Staff Report: Agenda Item **5B**

Presented to: Planning & Development Committee

SUBJECT: 2027-2032 TRANSIT DEVELOPMENT PLAN: TACTICAL FRAMEWORK

Tactical Framework for the 2027-2032 Transit Development Plan (TDP)

Staff are seeking committee review and input of the major milestones identified.

The Planning & Development Committee will review and provide input on the following six-year planning tactical framework that reflects the goals established in *Connect 2035* as a first step in developing the TDP.

Goal 1: Elevate the customer experience.

- Finish delivery of *STA Moving Forward* to expand ridership and deliver on commitments including key High Performance Transit investments
- Advance Division Street Bus Rapid Transit (BRT) through Project Development toward a future Federal Transit Administration (FTA) capital investment grant
- Upgrade Route 33 Wellesley to High Performance Transit
- Implement Mobility-On-Demand pilots across the Public Transportation Benefit Area (PTBA)
- Continue to implement and evaluate the safety ambassador program with trained personnel on buses and at facilities
- Implement fixed route network optimization
- Implement shelter and lighting program

Goal 2: Lead and collaborate with community partners to enhance the quality of life in our region.

- Partner in developing and implementing the regional transportation and land use visions
 - Review jurisdictional comprehensive plans
 - Collaborate with Spokane City and Spokane County on the Division Transit Oriented Development (TOD) study
- Plan and implement a pilot TOD program and partner with regional jurisdictions to further TOD land use planning
- Expand opportunities for community partners, especially community-based organizations, to collaborate with STA on key efforts such as the design and implementation of initiatives in *Connect 2035*
- Engage community partners in educational efforts related to the expiration and planned renewal of the voter-approved 2/10 of a 1% sales tax prior to late 2028
 - Prepare and communicate information about implementation of *STA Moving Forward* projects and status of delivery

- Prepare and communicate information about how investments have benefited residents and communities in our region
- Utilize relationships with public and private entities, continuously gathering feedback to evolve business-to-business product offerings and aligning service delivery strategies with community needs
- Partner in developing and implementing plans to connect to and address multimodal transportation needs and opportunities in the region
- Continue to implement and evaluate the eligibility-based reduced fare program for riders experiencing low incomes

Goal 3: Strengthen our capacity to anticipate and respond to the demands of the region.

- Begin to implement the initiatives from *Connect 2035* that were identified as high priorities by the community and the STA Board
- Develop and implement the Facilities Master Plan to position STA for strategic growth that supports STA's growing and changing role in the region
- Develop user-friendly public-facing dashboards for key performance indicators and ease access and use publicly available data
- Develop and implement a customer relationship management system to streamline customer interactions and improve service delivery
- Continue implementing organizational development program

SPOKANE TRANSIT AUTHORITY

Staff Report: Agenda Item **5B**

Presented to: Planning & Development Committee

SUBJECT: 2027-2032 TRANSIT DEVELOPMENT PLAN: STAKEHOLDER OUTREACH

Transit Development Plan (TDP) Outreach and Engagement Milestones

Staff are seeking committee review and input of the outreach and engagement milestones identified. Below is an outline of the proposed milestone and outreach schedule:

TDP Engagement Milestones			
Date	Engagement Milestone	STA Audiences / Resources	External Audiences / Resources
4/8/2026	<ul style="list-style-type: none"> TDP overview 	<ul style="list-style-type: none"> Citizen Advisory Committee (CAC) 	
4/16/2026	<ul style="list-style-type: none"> TDP overview Mid-range Tactical Framework 	<ul style="list-style-type: none"> Board of Directors 	
5/20/2026	<ul style="list-style-type: none"> TDP overview 		<ul style="list-style-type: none"> City of Spokane Transportation Commission
5/21/2026	<ul style="list-style-type: none"> Public notice 	<ul style="list-style-type: none"> STA Website 	<ul style="list-style-type: none"> Spokesman Review
5/26/2026	<ul style="list-style-type: none"> TDP overview 		<ul style="list-style-type: none"> City of Spokane Pedestrian Transportation and Traffic Committee (PeTT)
5/27/2026	<ul style="list-style-type: none"> TDP overview Promotion of open houses in June 		<ul style="list-style-type: none"> Spokane Regional Transportation Council (SRTC): <ul style="list-style-type: none"> Transportation Technical Committee (TTC) Transportation Advisory Committee (TAC)
Late May	<ul style="list-style-type: none"> TDP overview Promotion of open houses in June 	<ul style="list-style-type: none"> STA Moving Forward Newsletter STA Website 	
6/9/2026	<ul style="list-style-type: none"> Hybrid Open House 		<ul style="list-style-type: none"> Spokane public audience
6/10/2025	<ul style="list-style-type: none"> Draft TDP Public comment period 	<ul style="list-style-type: none"> Citizen Advisory Committee (CAC) 	
6/11/2026	<ul style="list-style-type: none"> Draft TDP Public comment period In-person open house 		<ul style="list-style-type: none"> Spokane Regional Transportation Council (SRTC) Board of Directors Spokane Valley Public Audience
Mid-June	<ul style="list-style-type: none"> Draft TDP Public comment period 		<ul style="list-style-type: none"> Washington State Department of Transportation (WSDOT)
6/18/2026	<ul style="list-style-type: none"> Public hearing 	<ul style="list-style-type: none"> Board of Directors 	
7/8/2026	<ul style="list-style-type: none"> Recommend TDP adoption 	<ul style="list-style-type: none"> Planning & Development Committee 	
7/16/2026	<ul style="list-style-type: none"> TDP adoption by resolution 	<ul style="list-style-type: none"> Board of Directors 	

Report to Committee
Meeting Date: March 4, 2026
Agenda Item: 5C

Presented To: Planning & Development Committee

Referral Committee: n/a

Title: FIVE MILE MOBILITY HUB UPDATE

Submitted by: Emily S. Poole, Chief Planning & Development Officer
 Dylan Jouliot, Associate Transit Planner

Purpose: Receive report.

Recommendation: n/a

Attachments and/or Online Links: n/a

SUMMARY: Spokane Transit’s Comprehensive Plan, *Connect Spokane*, calls to assess existing transit centers for implementation of mobility hubs. These hubs will support travel modes such as carshare, bikeshare, dockless vehicles, shared autonomous vehicles, and ride-sharing companies (i.e. Uber, Lyft, etc.). Five-Mile Park and Ride has been identified as a potential mobility hub and STA have contracted with Toole Design Group to complete a study to evaluate and determine alternatives for implementation. The purpose of the study is twofold:

- Identify elements that could be successfully applied to create a mobility hub at Five-Mile Park and Ride
- Research and document elements that could be used to design a successful network of mobility hub sites within the Public Transportation Benefit Area (PTBA)

Through this study, the consultant will:

- Define mobility hub best practices and siting criteria
- Identify mobility hub elements and typology
- Analyze the PTBA for optimal mobility hub locations
- Provide mobility hub design concepts and implementation recommendations for Five-Mile Park and Ride
- Provide a final project summary report and slide deck for presentation to the STA Board

The anticipated timeline for the project is as follows:

Timeframe	Action
February 2026	Project kick off with Toole Design Group
May 2026	STA Mobility Hubs Guide available for review
October 2026	Draft Five Mile Mobility Hub Report available for review
December 2026	Final report and plan presented to STA Board



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CEO Report
Meeting Date: March 4, 2026
Agenda Item: 6

Presented To: Planning & Development Committee
Referral Committee: n/a
Title: CEO REPORT - INFORMATION
Submitted by: Emily Poole, Chief Planning & Development Officer

Purpose: Receive report.
Recommendation: For discussion.
Attachments and/or Online Links: n/a

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



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Review Committee Meeting Draft Agenda

Meeting Date: March 4, 2026

Agenda Item: **8**

Presented To: Planning & Development Committee
Referral Committee: n/a
Title: REVIEW APRIL 1, 2026, COMMITTEE MEETING DRAFT AGENDA
Submitted by: Emily S. Poole, Chief Planning & Development Officer

Purpose: For information.
Recommendation: For information.
**Attachments and/or
Online Links:** n/a

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 April 1, 2026.

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

PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, April 1, 2026

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

DRAFT AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report *(5 minutes)*
3. Committee Action *(15 minutes)*
 - A. Minutes of the March 4, 2026, Committee Meeting – *Corrections/Approval*
4. Committee Action -- Recommendation
 - A. Board Action - Consent Agenda *(5 minutes)*
 1. Connect 2035 Strategic Plan: Amendment Adoption (Resolution) *(Poole)*
 - B. Board Action – Other/Committee Recommendation
5. Report to Committee *(40 minutes)*
 - A. Division Street Bus Rapid Transit: Design and Public Outreach Update *(Poole)*
 - B. 2027-2032 Transit Development Plan: Review Preliminary Revenue & Expenditure Forecast Assumptions *(Poole)*
 - C. 2027-2032 Transit Development Plan: Tactical Framework *(Poole)*
 - D. Facilities Master Plan Update *(Rapez-Betty)*
 - E. Wellesley Corridor Development Plan: Engagement Round 1 Report *(Poole)*
6. CEO Report *(Otterstrom) (15 minutes)*
7. Committee Information *(no discussion/staff available for questions)*
8. Review May 6, 2026, Meeting Draft Agenda *(5 minutes)*
9. New Business
10. Committee Members' Expressions *(5 minutes)*
11. Adjourn

Next Committee Meeting: Wednesday, May 6, 2026, at 10:00 a.m. in person.

Optional Virtual Link: [Join the meeting now](#)

Meeting ID: XXX XXX XXX XXX X

Password: XXXXXXXX

Call-in Number: 1-509-824-1714

Conference ID: XXX XXX XXX

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.



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New Business
Meeting Date: March 4, 2026
Agenda Item: 9

Presented To: Planning & Development Committee
Referral Committee: n/a
Title: NEW BUSINESS
Submitted by: n/a

Purpose: For discussion.
Recommendation: For discussion.
**Attachments and/or
Online Links:** n/a

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



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Committee Member Expressions
Meeting Date: March 4, 2026
Agenda Item: 10

Presented To: Planning & Development Committee
Referral Committee: n/a
Title: COMMITTEE MEMBER EXPRESSIONS
Submitted by: n/a

Purpose: Receive expressions.
Recommendation: n/a
**Attachments and/or
Online Links:** n/a

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