



1230 W. Boone Avenue, Spokane, WA 99201
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PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, February 4, 2026
1:30 p.m. – 3:00 p.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 (*Chair*)
2. Committee Chair Report
3. Committee Action (*5 minutes*)
 - A. Minutes of December 3, 2025, Committee Meeting - *Corrections/Approval*
4. Committee Action – Recommendation
 - A. Board Action - Consent Agenda
 - B. Board Action – Other/Committee Recommendation
5. Reports to Committee (*50 minutes*)
 - A. 2026 Planning & Development Committee Work Program: Review (*Poole*)
 - B. 2027-2032 Transit Development Plan: Overview (*Poole*)
 - C. Wellesley Corridor Development Plan: Report on Existing Conditions and Upcoming Engagement (*Poole*)
 - D. Connect Spokane Minor Update: Draft Review (*Poole*)
 - E. Transit Oriented Development Pilot Update (*Poole*)
 - F. Redistribution of Federal Transit Administration Section 5310 Funds for 2021-2024 (*Poole*)
 - G. February Board Workshop Preview (*Otterstrom*)
6. CEO Report (*Otterstrom*) (*15 minutes*)
7. Committee Information (*no discussion/staff available for questions*)
8. Review March 4, 2026, Meeting Draft Agenda (*5 minutes*)
9. New Business (*5 minutes*)
10. Committee Member Expressions (*5 minutes*)
11. Adjourn

Next Planning & Development Committee Meeting: Wednesday, March 4, 2026, at 10:00 a.m.

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: February 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 DECEMBER 3, 2025, 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 December 3, 2025, 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 December 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
Betsy Wilkerson, City of Spokane
Chris Grover, 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

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, McMahan, Lamberson, Van
Wert & Oreskovich, P.C.

GUESTS PRESENT

Dan Wells, Director for Capital Development
Tara Limon, Principal Planner

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 NOVEMBER 5, 2025, COMMITTEE MEETING**

Ms. Betsy Wilkerson moved to approve the November 5, 2025, Planning & Development Committee meeting minutes. Chair Hattenburg seconded, and the motion passed unanimously.

B. **DRAFT 2026 PLANNING & DEVELOPMENT COMMITTEE WORK PROGRAM: FINALIZE AND APPROVE**

Ms. Emily Poole presented the draft Planning & Development Committee work program for the upcoming year and provided background for the work program, including the four planning documents founded on the principles and policies of *Connect Spokane*. Other major planning efforts to take place in

2026 were presented in the work program highlights, including the development of the 2027-2032 Transit Development Plan (TDP), the 2027 Action Plan and Operating and Capital Budgets, continuing design and engineering of Division Street BRT, progress on the Facilities Master Plan, and other planning initiatives like the Five Mile Mobility Hub Study, TOD Pilot Program, and amendments to Connect 2035.

Ms. Betsy Wilkerson moved to approve, by motion, the Planning & Development Committee Work Program and forward to the Board for information. Chair Hattenburg seconded, and the motion passed unanimously.

4. COMMITTEE ACTION

A. BOARD CONSENT AGENDA

1. 2026-2029 TITLE VI PROGRAM: ADOPTION (RESOLUTION)

Ms. Poole presented the 2026-2029 Title VI Program update and provided background for the Title VI program as it relates to agencies receiving federal funding. Ms. Poole introduced Ms. Tara Limon, the Planning and Grants Manager, who attended the meeting to answer technical questions. Staff conducted extensive public outreach concluding with a public hearing on November 20, 2025. Following Ms. Wilkerson's comments at the public hearing requesting further engagement with Spokane Public Schools (SPS), staff met with SPS to discuss Title VI updates on November 24, 2025, and are in the process of coordinating additional meetings with relevant SPS departments, which may occur after the December 18, 2025, Board meeting, the scheduled date for adoption of the resolution. Ms. Poole noted that the committee may choose to defer adoption to the January 2026 Board meeting, still allowing the finalized plan to be submitted to the Federal Transit Administration (FTA) by February 1, 2026.

Ms. Wilkerson expressed appreciation for the extra outreach to SPS, emphasizing the significance of SPS students within Spokane Transit Authority's ridership and areas of growth. Ms. Wilkerson would be comfortable deferring adoption to January but is also open to proceeding in December if significant changes are not expected. Mr. Hattenburg concurred, and further discussion ensued. Mr. Otterstrom committed to ongoing outreach efforts with all relevant school districts beyond the plan adoption.

Ms. Betsy Wilkerson moved to recommend the Board of Directors adopt, by resolution the 2026-2029 Title VI Program. Chair Hattenburg seconded, and the motion passed unanimously.

B. BOARD DISCUSSION AGENDA

1. FINAL PROPOSED 2026 BUDGET (RESOLUTION)

Mr. Hamud presented the proposed 2026 budget; this is an update to the budget shown in the previous Planning & Development Committee meeting. Mr. Hamud provided the timeline for the proposed budget, which culminates in adoption at the December 18, 2025, Board meeting.

Council Member Klitzke joined the meeting at 10:18 a.m.

Mr. Hamud presented the budget comparison of the amended 2025 budget to the 2026 proposed budget (dollar amounts presented below are in millions).

	2025 AMENDED BUDGET	2026 DRAFT BUDGET	\$ CHANGE FROM 2025 BUDGET	% CHANGE FROM 2025 BUDGET	REFERENCE ONLY PROPOSED 2026 BUDGET (ROUNDED)
Total Revenues	<u>\$170.6</u>	<u>\$177.4</u>	<u>\$ 7.1</u>	4.2%	<u>\$177.7</u>
Total Operating Expenditures	\$135.3	\$143.4	\$7.1	5.2%	\$142.4
Total Capital Expenditures	\$67.6	\$86.8	\$20.3	30.0%	\$87.8
Total Fleet Replacement Allocation	\$16.5	\$9.2	(\$7.3)	-44.2%	\$9.2
Total Revenues over Expenditures	(\$48.8)	(\$61.7)	(\$12.9)	26.5%	(\$61.7)
Total Use of Funds (includes fund balance)	<u>\$219.3</u>	<u>\$239.4</u>	<u>\$20.1</u>	9.2%	<u>\$239.4</u>

Operating Budget – Changes from the 2025 operating revenue budget to the proposed 2026 budget adjust the final proposed budget to reflect a \$1.5M increase to account for the addition of the \$500,000 in FIFA World Cup funding to state grants and inclusion of the Mobility on Demand pilot project.

Capital Budget - There is a \$1M reduction to the 2026 Capital budget based on reductions to the Argonne Station Park & Ride project amount for 2026.

Mr. Hamud highlighted the final change from the draft proposed budget, increasing from \$142M to \$143.4M and the recommended reserve levels for 2026 totaling \$76M for the designated fund balance with \$128.5M in undesignated funds. Mr. Chris Grover commented on the importance of maintaining the 15% operating reserve going forward and commended staff for their strong fiscal stewardship, emphasizing that sustaining this reserve will be critical during periods of financial austerity.

Ms. Betsy Wilkerson moved to recommend the Board approve, by resolution, the Final Proposed 2026 Budget. Chair Hattenburg seconded, and the motion passed unanimously.

5. REPORTS TO COMMITTEE

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

Ms. Poole introduced Mr. Dan Wells, Director of Capital Development, to present the Division Street Bus Rapid Transit (BRT) design and public outreach update. Mr. Wells presented an overview of the ongoing coordination with agency partners through technical and executive-level meetings noting the project has advanced to the 60% design phase. Staff are continuing monthly meetings with the FTA to review the ratings package and the environmental documentation submitted for review. The planned ongoing outreach activities and project timeline were also reviewed. Staff anticipate project completion in fall 2030.

Mr. Grover asked about opportunities for bus operators to provide feedback on the project. Mr. Wells responded that several avenues exist for operator input, including information shared during Service Improvement Committee (SIC) meetings where staff regularly receive design-related comments; staff also work closely with the operations team to review civil designs. Mr. Hattenburg commented while

at the APTA conference in Boston, STA received significant praise for the quality of Capital Development's design work.

6. CEO REPORT

Mr. Otterstrom reported that he had no significant updates but wished to take a moment to express his appreciation to the committee for their actions on the budget and the Title VI program. Mr. Otterstrom commended the staff, especially Tammy Johnston and Madeline Arredondo, respectively, for their contributions. Mr. Otterstrom made a correction from the Title VI update item to clarify, STA did not reach out to the Spokane Valley School Districts, however, STA did reach out to over 100 community organizations. STA is committed to this type of outreach for all the school districts.

7. COMMITTEE INFORMATION - NONE

8. REVIEW FEBRUARY 4, 2026, COMMITTEE MEETING AGENDA

9. NEW BUSINESS – *none*

10. COMMITTEE MEMBERS' EXPRESSIONS –

Mr. Grover commented that it has been an honor and a pleasure to work on the Planning & Development Committee over the last several years and further thanked the committee members for their support, stating he will miss being on the STA Board. Mr. Hattenburg thanked Mr. Grover for his mentorship.

11. ADJOURN

With no further business to come before the Committee, Chair Hattenburg adjourned the meeting at 10:39 a.m.

Respectfully submitted,



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



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Report to Committee
Meeting Date: February 4, 2026
AGENDA ITEM: 5A

Presented To: Planning & Development Committee
Referral Committee: n/a
Title: 2026 PLANNING & DEVELOPMENT COMMITTEE WORK PROGRAM
Submitted by: Emily S. Poole, Chief Planning & Development Officer

Purpose: Receive report.
Recommendation: n/a
Attachments and/or Online Links: 2026 Planning & Development Committee Work Program

SUMMARY: Staff will review the 2026 Planning & Development Committee Work Program to aid members’ understanding of the activities that will be undertaken through the year.

BACKGROUND: In December 2025, the Planning & Development Committee approved its work program for 2025. As was noted at the time, the work program is subject to change. The adopted work program is provided as an attached staff report.

Connect Spokane: A Comprehensive Plan for Public Transportation identifies two core planning documents that are prepared annually. First, is the Transit Development Plan (TDP), which includes a six-year capital improvement program (CIP) and a three-year service improvement program (SIP). The second is the annual action plan and accompanying operating and capital budgets. These plans are founded on the principles and policies of *Connect Spokane* and advance STA’s strategic goals adopted as part of Phase 1 of *Connect 2035*.

The work program includes the major planning activities described above, along with other recurring activities that come before the Planning & Development Committee, including updates on the annual Federal Transit Administration (FTA) Section 5310 Call for Projects. Several other major planning activities in progress this year reflected in the work program include the Division Street Bus Rapid Transit (BRT) project, the Facilities Master Plan (FMP), and the Transit Oriented Development (TOD) Pilot Project.

SPOKANE TRANSIT AUTHORITY

Staff Report: Agenda Item **5A**

Presented to: Planning & Development Committee

SUBJECT: 2026 PLANNING & DEVELOPMENT COMMITTEE WORK PROGRAM

The 2026 Planning & Development work program which was approved by the STA Board on December 18, 2025, is provided below. Following the timeline is a brief list of non-recurring projects that the Committee may be directly involved in. Other projects or activities may emerge throughout the calendar year.

Approved 2026 Planning & Development Committee Work Program

Month	Committee Activities
January 2026	<i>No Committee Meetings in January</i>
February 2026	Review Committee Work Program Transit Development Plan (TDP) 2027-2032: Overview Wellesley Corridor Development Plan Update and Engagement Activities
March 2026	TDP 2027-2032: Develop mid-range planning guidance Facilities Master Plan: Phase 2 Plaza Update Propose Amendment to <i>Connect 2035</i>
April 2026	TDP 2027-2032 <ul style="list-style-type: none"> • Finalize mid-range planning guidance • Review preliminary revenue and expenditure forecast assumptions • Identify major activities Division Street BRT: Design and Public Outreach Update Wellesley Corridor Development Plan: Update Engagement Round 1 Adoption of Amendment to <i>Connect 2035</i> by Resolution
May 2026	Facilities Master Plan: Phase 2 Update TDP 2027-2032 <ul style="list-style-type: none"> • Proposed 2027-2029 Service Improvements • Review Preliminary Capital Improvement Program (2027-2032) • Review Financial Forecasts
June 2026	Division Street BRT: Design and Public Outreach Update TDP 2027-2032: Complete Draft Plan Public hearing conducted on draft TDP
July 2026	TDP 2027-2032: Finalize and approve FTA Section 5310: Notice of Funding Opportunity Facilities Master Plan: Phase 2 Finalize and approve Wellesley Corridor Development Plan: Update Engagement Round 2

August 2026	<i>No Board/Committee Meetings in August</i>
September 2026	Wellesley Corridor Development Plan: Draft for Review
October 2026	Review draft proposed 2026 Action Plan, Operating and Capital Budgets Division Street BRT: Design and Public Outreach Update
November 2026	Prepare 2027 Committee Work Program Public hearing on draft proposed 2027 Action Plan, Operating and Capital Budgets FTA Section 5310: recommend funding awards Approve final proposed Wellesley Corridor Development Plan
December 2026	Approve final proposed 2027 Action Plan, Operating and Capital Budgets Finalize and approve 2026 Work Program

In addition to Committee activities that have already been slotted into specific months of 2026, there are other upcoming planning projects that are expected to come before the Planning & Development Committee next year. They include:

- Connect 2035: Public Education
- TOD Pilot Project
- Five Mile Mobility Hub
- Other grant application approvals, as necessary

Presented To: Planning & Development Committee
Referral Committee: n/a
Title: 2027-2032 TRANSIT DEVELOPMENT PLAN: OVERVIEW
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/>

SUMMARY: According to STA Board Resolution 681-11, the Planning & Development Committee is responsible for designing and coordinating the Board’s participation in Spokane Transit’s strategic and operational planning efforts. The agency’s primary mid-range planning document is the Transit Development Plan (TDP). Per RCW 35.58.2795, transit agencies are required to submit a six-year TDP and provide consistency with comprehensive plans of the jurisdictions STA serves. The 2027-2032 TDP is expected to be adopted in July 2026 and will include the six-year Capital Improvement Program (CIP) and the three-year Service Improvement Program (SIP). The current TDP may be viewed on STA’s website at the link above.

The TDP documents how STA intends to meet state and local long-range priorities for: public transportation, capital improvements, significant operating changes, and funding for program needs. The TDP sets forth regionally significant projects for inclusion in the region’s Transportation Improvement Program (TIP). This plan will provide updated information to the Washington State Department of Transportation (WSDOT) on the development of the various transit activities undertaken by STA. Additionally, the plan is used as a tool for preparing and consulting with the public on a proposed program of projects for the use of federal formula funds that STA receives to advance public transportation in the region.

The table below shows the preliminary schedule for the TDP in 2026.

February	March	April
<ul style="list-style-type: none"> Overview of the TDP process and requirements 	<ul style="list-style-type: none"> Preparing Mid-range Tactical Framework 	<ul style="list-style-type: none"> Final Recommendation on Mid-Range Tactical Framework Revenue/Expenditure Forecast Assumptions
May	June	July
<ul style="list-style-type: none"> Proposed Service Improvement Program Proposed Capital Improvement Program 	<ul style="list-style-type: none"> Present draft TDP Revenue/Expenditure Forecast Update 	<ul style="list-style-type: none"> P&D Committee recommendation to the Board on Final Plan



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Report to Committee
Meeting Date: February 4, 2026
AGENDA ITEM: 5C

Presented To: Planning & Development Committee

Referral Committee: n/a

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

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: Wellesley Corridor Development Plan: Report on Existing Conditions and Upcoming Engagement

SUMMARY: Route 33 Wellesley has been identified as a future High Performance Transit (HPT) investment in both *Connect Spokane* (STA's comprehensive plan) and *Connect 2035* (STA's strategic plan). The first step in recognizing Route 33 Wellesley as an HPT route is to complete a corridor development plan (CDP) for approval by the Board. Staff will present an overview of background information and existing conditions along the corridor, while also previewing the first round of community engagement, scheduled for February and March 2026.

The proposed project background and schedule is included in the attached staff report.

SPOKANE TRANSIT AUTHORITY

Staff Report: Agenda Item **5C**
Presented to: Planning & Development Committee
SUBJECT: Wellesley Corridor Development Plan: Report on Existing Conditions and Upcoming Engagement

Route 33 Wellesley has been identified as a future High Performance Transit (HPT) investment in both *Connect Spokane* and in *Connect 2035*. In *Connect Spokane*, Route 33 is identified as a future HPT route in the policy HP 4.0 High Performance Transit Network map, which is the foundation, framework, and basis for future service improvements. In *Connect 2035*, the upgrade of Route 33 Wellesley to a High Performance Transit Line was identified as an initiative under Goal 1 – Elevate the Customer Experience. Route 33 Wellesley is an important crosstown route traveling from Spokane Falls Community College (SFCC) to Spokane Community College (SCC) and passing through a number of diverse neighborhoods and commercial corridors.

The first step in recognizing Route 33 Wellesley as an HPT line is to complete a corridor development plan for approval by the Board. *Connect Spokane* policy HP 1.0 Corridor Development Plan states that “to be recognized as an HPT line, a corridor development plan should first be approved by the STA Board of Directors”. The policy then continues to note:

The corridor development planning process provides a method to determine the appropriate scale of investment, the service design and the implementation steps toward plan realization. It engages stakeholders including existing and future passengers, property owners and agencies in envisioning the future state of a corridor and ways to make progress, even if incremental. It also may identify the locations of stations and stops and infrastructure requirements.

To date, STA has been awarded \$630,000 in Spokane Regional Transportation Council (SRTC) CMAQ grant funds for planning, engineering, and design activities for the Wellesley Corridor Development Plan. Staff have put together the proposed project schedule on the following page for the Wellesley Corridor Development Plan.

Timeframe	Activities	Audience
November 2025	Introduced project, corridor development planning process, and engagement plan	P&D Committee
November 2025 – January 2026	Write background and existing condition sections; develop engagement materials	N/A
February 2026	Brief on existing conditions and scheduled engagement activities	P&D Committee
February/March 2026	Engagement Round 1: Focus on existing conditions, desired outcome from transit and transit stops, and potential trade-offs	Colleges Neighborhood groups Trip generators City of Spokane staff
April 2026	Report on Engagement Round 1	P&D Committee
April 2026 – May 2026	Develop concepts for stops and stop locations	N/A
May – June 2026	Engagement Round 2: Focus on potential concepts and trade-offs	Same as Engagement Round 1
July 2026	Report on Engagement Round 2	P&D Committee
July 2026	Apply for Regional Mobility Grant	N/A
July-August 2026	Finish draft plan	N/A
September 2026	Review draft plan	P&D Committee
September 2026	Engagement Round 3: Review recommendations	Neighborhood groups
October 2026	Report on engagement round 3	P&D Committee
October 2026	Public Hearing	STA Board
November 2026	Recommendation for adoption	P&D Committee
November 2026	Adoption	STA Board

Presented To: Planning & Development Committee

Referral Committee: n/a

Title: CONNECT SPOKANE MINOR UPDATE: DRAFT REVIEW
(Public Hearing at the February 19, 2026, Board meeting)

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: <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.

Staff are proposing a few updates to improve overall consistency and clarity of policies and policy-related text in the plan. The initial proposed redline-updates were introduced at the November 5, 2025, committee meeting and meets the requirements of the plan's policy on amendments described below.

"Connect Spokane Monitoring and Improvement Policy 4.2 - Comprehensive Plan Amendments: 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 minor updates address the following:

- **Conformity:** Reviewed the plan with an eye towards updating language to clarify the agencies' current stance and align the language with the direction of the plan and agency, mostly surrounding older language still referencing advertising.
- **HPT Map and Table:** Reviewed the long-term vision for HPT routes and made minor updates regarding line implementation status and definitions.
- **Fixed Route Performance Standards:** Made required updates for annual fixed route reporting to reflect the service types redefined in 2022.
- **Policy Clarification:** Made minor clarifications to include expanding on the following - community hubs, bus stop amenities, leveraging rideshare investments, and Joint Development.

Since the November committee meeting, staff have met with colleagues from partner jurisdictions and representatives of community groups and non-profits to receive feedback on the proposed minor updates. Staff will review the proposed red lines and identify any changes or modifications to the February 2026 draft version since the previous discussion on November 5, 2025. The February 2026 draft version will be available online on February 3, 2026.

Presented To: Planning & Development Committee
Referral Committee: n/a
Title: TRANSIT ORIENTED DEVELOPMENT PILOT UPDATE
Submitted by: Emily S. Poole, Chief Planning & Development Officer
 Brian Jennings, Director of Community Development

Purpose: Receive report.
Recommendation: n/a
Attachments: Staff Report: Transit Oriented Development Pilot Update: Site Selection

SUMMARY: Spokane Transit’s Transit Oriented Development (TOD) Pilot project will advance development near transit infrastructure in the Public Transportation Benefit Area (PTBA), especially in High Performance Transit (HPT) and high frequency corridors.

At the November 5, 2025, Planning & Development Committee meeting, staff facilitated a discussion receiving guidance for shaping the implementation strategy of the TOD Pilot project. Since that time, staff have developed a revised approach to include the following elements:

TOD Pilot Next Steps

- Identify site
- Evaluate market readiness and feasibility
- Development Program Alternatives and Test Fit
- Define development program and terms
- Advance Joint Development

Once the RFP for third-party services is complete, staff anticipates a timely and thorough completion of the analysis, bringing the findings back to the committee, and ultimately developing a formal recommendation to the Board. Along the way, staff will have touchpoints with the Planning & Development Committee providing updates and findings on progress.

Figure 1-Draft Timeline

Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	2027
<ul style="list-style-type: none"> • Identify Site • Prepare RFPs for Consultants • Start Solicitation Process 	<ul style="list-style-type: none"> • Consultant solicitation and selection process 	<ul style="list-style-type: none"> • Market Analysis • Economic Feasibility • Development Program Alternatives and Test Fit • Cost Estimates 	<ul style="list-style-type: none"> • Development Program Alternatives (cont.) • Define Development Program • Develop Formal Recommendation 	<ul style="list-style-type: none"> • Board considers site and program for Joint Development and RFP • Joint Development RFP

SPOKANE TRANSIT AUTHORITY

Staff Report: Agenda Item 5E
Presented to: Planning & Development Committee
SUBJECT: Transit Oriented Development Pilot Update: Site Selection

Community Development Staff have undertaken a review of the opportunities for advancing Transit Oriented Development in alignment with the direction of the STA Board. The STA Board adopted resolution 790-21, to include Project #D-04: Pilot Transit Oriented Development directing staff to identify and advance a TOD project.

An analysis of existing TOD performance across STA stops and facilities was completed in the summer of 2025. This analysis evaluated the area surrounding STA facilities on seven criteria:

- Transit Connectivity
- Ratio of drive time to transit travel time
- Percent of zero to one car ownership
- Land use diversity
- Number of jobs accessible within 30 min by transit
- Activity population per acre
- Walk score

To help with site selection, staff focused on property owned by STA as this would shorten the schedule by eliminating an extended acquisition process. This process identified South Hill Park & Ride as the preferred site. The site was ranked high on the above criteria, and it also benefits from the recent construction of new residential units. Further, the development pipeline in the area shows additional residential development planned. Considering this information, South Hill Park & Ride was identified as the strongest candidate site to begin an in-depth TOD Pilot Planning Study.

Figure 1-Property Details

Lot size: 2.23 Acres
Zoning: Commercial-CC4-DC





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Report to Committee
Meeting Date: February 4, 2026
AGENDA ITEM: 5F

Presented To: Planning & Development Committee

Referral Committee: n/a

Title: REDISTRIBUTION OF FEDERAL TRANSIT ADMINISTRATION SECTION 5310 FUNDS FOR 2021-2024

Submitted by: Emily S. Poole, Chief Planning & Development Officer
 Emilio Bustos, Assistant Transit Planner

Purpose: Receive report.

Recommendation: n/a

Attachments and/or Online Links: <https://www.spokanetransit.com/section-5310-program/>

SUMMARY: The Federal Transit Administration (FTA) section 5310 program provides funding to Spokane Transit to assist organizations serving seniors and individuals with disabilities when existing transportation is unavailable, insufficient, or inappropriate. As the designated recipient for the Spokane Urbanized Area (UZA), STA distributes and administers section 5310 funds to eligible local subrecipients.

Section 5310 operating and capital funds from fiscal years (FY) 2021 and 2024 are pending redistribution to eligible projects. One ADA accessible vehicle is also available for award to an eligible 5310 subrecipient. Staff is acting under Board-authorized authority to make minor administrative adjustments to Section 5310 awards.

To reallocate the funds, STA staff identified two eligible operating projects in FY21 and FY24, and two capital projects in FY24. The operating funds were intended to be redistributed proportionally based on each subrecipient’s original funding request, however only one operating project in FY21 and FY24 confirmed interest in accepting the funds. For the capital funds distribution, staff is increasing federal funding for a vehicle purchase project and allocating the remaining balance to STA’s Contracted Human Services. Proposed reallocations are shown in Exhibit A. STA identified the Arc of Spokane to receive the available vehicle based on their ability to quickly return the vehicle into service and capacity to fund the vehicle’s use. STA will coordinate local match requirements with subrecipients and make minor adjustments to meet federal guidelines. Local match is only required for the FY24 funds. Exhibit A reflects no STA local funds redistributed to FY21 projects due to no local match requirements.

Exhibit A: Section 5310 FY21 & FY24 Funding Reallocation

Fiscal Year 21 Subrecipient	Project Type	Federal
SNAP	Operating	\$47,146
Total Allocated:		\$47,146

Fiscal Year 24 Subrecipients	Project Type	Federal	STA Local
The Arc of Spokane	Operating	\$67,148	\$47,003
Riverview Retirement Community	Capital	\$4,199	\$0
STA Contracted Human Services	Capital	\$67,531	\$0
Total Allocated:		\$138,878	\$47,003



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Report to Committee
Meeting Date: Select the Meeting Date
Agenda Item: 5G

Presented To: Planning & Development Committee
Referral Committee: n/a
Title: FEBRUARY BOARD WORKSHOP PREVIEW
Submitted by: Karl Otterstrom, Chief Executive Officer

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

SUMMARY: A Board workshop is scheduled for Thursday, February 19, 2026, beginning at 11:45 AM to discuss *Connect 2035* core investments and implementation. Division Street Bus Rapid Transit (BRT) and the STA Facilities Master Plan represent the primary focus of the workshop discussion. Staff will preview and gather input on the draft agenda and objectives of the workshop during the Planning & Development Committee meeting.



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CEO Report
Meeting Date: February 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: February 4, 2026

Agenda Item: **8**

Presented To: Planning & Development Committee
Referral Committee: n/a
Title: REVIEW MARCH 4, 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 March 4, 2026.

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

DRAFT 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. Division Street Bus Rapid Transit: Design and Public Outreach Update *(Poole)*
 - B. Connect 2035 Strategic Plan: Draft Amendment *(Poole)*
 - C. Five Mile Mobility Hub Update *(Poole)*
 - D. 2026-2031 Transit Development Plan: Tactical Framework and Stakeholder Outreach *(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: 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: February 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: February 4, 2026
Agenda Item: 10

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

Purpose: n/a
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.