

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

PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, September 30, 2026 *(October meeting)*

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 2, 2026, Committee Meeting – *Corrections/Approval*
4. Committee Action -- Recommendation
 - A. Board Action - Consent Agenda - *none*
 - B. Board Action – Other/Committee Recommendation - *none*
5. Report to Committee *(55 minutes)*
 - A. Draft 2027 Budget *(Hamud)*
 - B. City Line Budget Reallocation to Division Street Bus Rapid Transit Construction and Implementation *(Poole)*
 - C. Division Street Bus Rapid Transit: Schedule and Cost Estimate Update *(Poole)*
 - D. Five Mile Mobility Hub Update *(Poole)*
 - E. Wellesley Corridor Development Plan: Complete Draft *(Poole)*
(Public Hearing at the October 15, 2026, Board meeting)
6. CEO Report *(Otterstrom) (15 minutes)*
7. Committee Information *(no discussion/staff available for questions)*
 - A. Division Street Bus Rapid Transit: Public Outreach Update *(Poole)*
8. Review November 4, 2026, Meeting Draft Agenda *(5 minutes)*
9. New Business
10. Committee Member Expressions *(5 minutes)*
11. Adjourn

Next Committee Meeting: Wednesday, November 4, 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: September 30, 2026

Agenda Item: **2**

Presented To: Planning & Development Committee
Referral Committee: n/a
Title: COMMITTEE CHAIR REPORT
Submitted by: Kitty Klitzke, Chair, 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: September 30, 2026

Agenda Item: **3A**

Presented To: Planning & Development Committee

Referral Committee: n/a

Title: MINUTES OF THE SEPTEMBER 2, 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 September 2, 2026, Planning & Development Committee meeting are attached for your information, corrections and/or approval.

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1230 West Boone Avenue
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PLANNING & DEVELOPMENT COMMITTEE MEETING

DRAFT Minutes of the Wednesday, September 2, 2026, Meeting
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

MEMBERS PRESENT

Kitty Klitzke, City of Spokane - *Chair*
Al French, Spokane County
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

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
Tammy Johnston, Director of Financial Services
Carly Cortright, Chief Communications &
Customer Service Officer
Kade Peterson, Chief Information Officer
Vicki Clancy, Executive Assistant to the Chief
Planning & Development Officer

LEGAL COUNSEL

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

MEMBERS ABSENT

Robert Hamud, Chief Financial Officer

GUESTS PRESENT

Dan Wells, Director of Capital Development
Brian Jennings, Director of Community
Development

1. CALL TO ORDER AND ROLL CALL

At the request of Chair Kitty Klitzke, Al French called the meeting to order at 10:00 a.m., and Ms. Vicki Clancy conducted roll call.

2. COMMITTEE CHAIR REPORT

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

3. COMMITTEE ACTION

A. MINUTES OF THE July 1, 2026, COMMITTEE MEETING

Ms. Pam Haley moved to approve the July 1, 2026, Planning & Development Committee meeting minutes. Ms. Kitty Klitzke seconded, and the motion passed unanimously.

4. COMMITTEE ACTION - RECOMMENDATION

A. BOARD ACTION - CONSENT AGENDA

1. DIVISION STREET BUS RAPID TRANSIT: WORK ORDER #7 APPROVAL

Ms. Emily Poole introduced Mr. Dan Wells, Director of Capital Development, who presented Work Order #7 for approval. The Division Street Bus Rapid Transit (BRT) project has advanced through several phases of planning, environmental review, design, public outreach, and grant development since 2022 and is now ready to advance from 60% design to 90% design while continuing efforts to secure federal funding. The proposed cost was reviewed and found to be fair and reasonable. By the end of Work Order #7 the 90% design package will be completed, the 90% cost estimate will be available, all stations will be completed and uploaded to the interactive map for public viewing. Staff will meet with the public this fall to discuss impacts with adjacent property owners. The consultant work outlined in the work order will help to move the project toward the Single Year Grant Agreement expected in 2027. While the total contract value exceeds the current project budget of \$15,082,218 by \$2,306,663, staff identified savings from Work Orders 3, 4 and 6 to offset costs and remain under the project budget. The work is expected to begin in October 2026 and continue through October 2027.

Ms. Pam Haley moved to recommend the Board of Directors authorize the CEO to execute Work Order No. 7 for the Division Street Bus Rapid Transit project with Parametrix, Inc. Under existing contract #2021-10610 for an amount not to exceed \$4,002,800 and provide 10% contingency for unforeseen additional requirements or services. Ms. Sarah Dixit seconded, and the motion passed unanimously.

B. BOARD ACTION – OTHER / COMMITTEE RECOMMENDATION - none

5. REPORTS TO COMMITTEE

A. WELLESLEY CORRIDOR DEVELOPMENT PLAN: PRELIMINARY DRAFT

Ms. Emily Poole presented the preliminary draft of the Wellesley Corridor Development Plan (CDP). Route 33 Wellesley has been identified as a future High Performance Transit (HPT) route, and the corridor development plan is the first step toward future transit improvements along the corridor. Route 33 Wellesley connects Spokane Falls Community College and Spokane Community College and serves several neighborhoods and business districts. Planning for the project is being funded through a \$630,000 CMAQ grant. Staff reviewed demographic information along the corridor, current conditions, and the outreach completed to date with neighborhood councils, community groups, and City staff. Feedback from these efforts helped shape the draft plan and proposed corridor improvements.

Mr. French asked whether the demographic analysis included identifying single-parent households within the study area. He also noted that higher land costs along the Wellesley Corridor may make multifamily development more challenging compared to other areas of the city.

Proposed improvements include new and upgraded transit stops, additional shelters, and the consolidation of some existing stops. Ms. Poole noted that additional community outreach will occur this fall before the plan is finalized.

Councilmember Dixit asked for clarification regarding the various types of HPT stops. Ms. Poole reviewed the different stop types and amenities. Ms. Dixit also inquired regarding the planning and collaborative efforts regarding bus stops and City of Spokane projects. Ms. Poole responded that through meetings with the City of Spokane Integrated Capital Management Department staff identify opportunities to work on mutual project efficiencies. Mr. French asked about outreach efforts with the owners of Northtown Mall. Mr. Brian Jennings, Directory of Community Development, stated that staff have communicated with mall management regarding potential use of space with as it relates to the Division BRT project only at this time and will connect with the General Manager of Northtown Mall as recommended.

B. TRANSIT-ORIENTED DEVELOPMENT: SUPPORTIVE ACTIONS AND POLICIES MEMO

Ms. Emily Poole introduced Mr. Brian Jennings, Director of Community Development, who presented an informational report on Transit-Oriented Development (TOD) efforts in the City of Spokane. The report summarized planning projects, policy changes, and zoning updates that support development near transit services. TOD encourages housing, jobs, and services near transit routes, making it easier for people to use transit and other transportation options. Staff reviewed several planning initiatives completed over the past decade and noted that they resulted in code changes that support additional housing, higher-density development, and reduced parking requirements near transit corridors. Staff also provided an update on the PlanSpokane 2046 comprehensive plan update and the BUILDSpokane code update, which are intended to guide future growth and promote transit-supportive development.

Ms. Dixit and Mr. French asked about potential future projects and potential sites for larger scale projects within the system. Mr. French cited the possible use of the South Hill Park & Ride and Valley Transit Center as TOD projects which could give way to larger scale system changes with regards to TOD. Discussion ensued.

6. CEO REPORT

Route 342 Fairgrounds Shuttle - Mr. Otterstrom, Chief Executive Officer presented information on the shuttle from the Spokane Community College (SCC) Transit Center to the County Fair and Expo Center. Fair attendees can purchase a \$2 pass on board, per Board-approved special event fares and park for free at SCC. Shuttle riders also receive \$5 dollars off fair admission.

Possible Service to The Course – Mr. Otterstrom reported that staff are exploring options for possible service from Mirabeau Transit Center to The Course in the City of Spokane Valley beginning in September as events are expected to draw over 10,000. Further information and action will be provided on this effort at the Board of Directors meeting on September 17, 2026.

Division Bus Rapid Transit - Mr. Otterstrom reported that on September 1, 2026, STA received a confirmation letter from the Federal Transit Administration (FTA) that Division BRT is categorically excluded from the full NEPA analysis. This allows processes to move forward regarding acquisition of properties and completion of the 60 % project design phase.

7. COMMITTEE INFORMATION-- *nothing presented*

8. REVIEW SEPTEMBER 30, 2026, (OCTOBER) COMMITTEE MEETING AGENDA

The Committee reviewed the draft agenda for the upcoming September 30, 2026, (October) Planning & Development Committee meeting. No changes were suggested at this time.

9. NEW BUSINESS -- *nothing presented*

10. COMMITTEE MEMBER EXPRESSIONS

Ms. Dixit expressed appreciation for the passage of the ballot measure. She acknowledged the hard work of the staff ahead of its passage. Ms. Haley also expressed gratitude for the hard work that Ms. Dixit and Ms. Klitzke put in for the measure's passage.

11. ADJOURN

With no further business to come before the Committee, Mr. French adjourned the meeting at 10:58 a.m.

Respectfully submitted,

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

Vicki Clancy
Executive Assistant to the Chief Planning & Development Officer



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Report to Committee

Meeting Date: September 30, 2026

Agenda Item: **5A**

Presented To: Planning & Development Committee
Referral Committee: n/a
Title: DRAFT 2027 BUDGET
Submitted by: Robert Hamud, Chief Financial Officer

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

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 2027 Budget at the Committee meeting, including the draft 2027 action plan and the draft 2027 operating and capital budgets. Presentation materials for the meeting will be posted on the STA website by the end of day, September 29, 2026, 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 4, 2026, and a public hearing with the Board on November 19, 2026. The final 2027 Budget is proposed to be adopted in December 2026.



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Report to Committee

Meeting Date: September 30, 2026

Agenda Item: **5B**

Presented To: Planning & Development Committee

Referral Committee: n/a

Title: CITY LINE BUDGET REALLOCATION TO DIVISION STREET BUS RAPID TRANSIT CONSTRUCTION AND IMPLEMENTATION

Submitted by: Emily S. Poole, Chief Planning & Development Officer
Don Skillingstad, Senior Project Manager

Purpose: Receive report.

Recommendation: n/a

Attachments and/or Online Links: City Line Budget Reallocation to Division Street Bus Rapid Transit Construction and Implementation Report

SUMMARY: The City Line Bus Rapid Transit (BRT) was the region's first BRT project. City Line extends six miles between Browne's Addition and Spokane Community College. Construction began in April 2020 and was substantially complete in May 2023. Service launched on July 15, 2023.

The City Line BRT project is now complete and currently in the close out process, which will be concluded by the end of September 2026. Pursuant to Resolution No. 811-23, remaining local funds are to be reallocated to the Division Street BRT project's construction and implementation phase. Staff will provide a final accounting of the project and identify the remaining local funds amount to be reallocated.

SPOKANE TRANSIT AUTHORITY

Staff Report: Agenda Item **5B**

Presented to: Planning & Development Committee

SUBJECT: City Line Budget Reallocation to Division Street Bus Rapid Transit Construction and Implementation Report

The City Line Bus Rapid Transit (BRT) opened for service on July 15, 2023. Since that time, staff have been working on several outstanding tasks to close out the project: implementation of transit signal priority, prevailing wage closeout with Avista and the delivery and acceptance of the 12th City Line vehicle.

Transit Signal Priority

STA staff and the consultant team worked with the City of Spokane to implement transit signal priority (TSP) along Mission Avenue at Cincinnati Street, Hamilton Street, Napa Street and Sycamore Street at Spokane Community College. In June of this year, the final adjustments were made to the city traffic signal infrastructure, TSP was implemented successfully, and work by the consultant team was complete.

Avista Prevailing Wage Closeout

The construction management team, Coffman Engineers and Hill International, worked with Avista, the Washington State Department of Labor & Industries (L&I) and the US Department of Labor (DOL) to address outstanding prevailing wage issues for work performed on the project. With prevailing wage issues resolved, final payments will be made to Avista using the local share of the City Line project savings. Estimated final payments are anticipated to total approximately \$107,000, pending submittal of final invoices from Avista.

12th City Line Vehicle

STA staff identified the need to purchase an additional vehicle due to the experience gained in operating, charging, and maintaining the highly specific sub-fleet and to maintain service reliability. On September 19, 2024, the STA Board approved the purchase of a 12th City Line vehicle using local and grant project funds. After STA Board approval, the FTA determined the 12th vehicle was not an allowable purchase using project grant funds. On December 19, 2024, the STA Board authorized the use of anticipated savings of the local share commitment to the project. Shortly after STA Board approval, the 12th vehicle was ordered. The vehicle was delivered on June 26, 2026, accepted on July 9, 2026, and put into service shortly after.

The FTA has informed STA that the Capital Investment Grant (CIG) Small Starts grant must be closed in September 2026. Although all final invoices and encumbrances have been paid to the design consultants and contractors, and all other miscellaneous purchases are complete, final invoices from Avista are outstanding. While it's preferable to seek reimbursements from the CIG Small Starts grant, prevailing wage issues will not be resolved prior to FTA's September closeout deadline. Final payment(s) will be made to Avista using remaining STA local project funds.

The total budget for the project was \$92,231,000, which included \$14,271,199 in STA local funds, \$17,405,054 in State funds and \$60,554,747 in Federal funds. A variety of State and Federal grants were obtained for the project as shown in the table below.

Funding Summary

Agency	Source	Amount	Expenditures	Balance
STA	Local Funds	\$14,271,199	\$ 9,479,041	\$ 4,792,158
State	Regional Mobility Grant (GCB1513)	\$17,200,000	\$17,200,000	\$ 0
State	Regional Mobility Grant (GCB2842)	\$ 205,054	\$ 205,054	\$ 0
Federal	Congestion Mitigation and Air Quality	\$ 1,375,000	\$ 1,375,000	\$ 0
Federal	American Rescue Plan Act	\$ 5,754,747	\$ 5,754,747	\$ 0
Federal	CIG Small Starts	\$53,425,000	\$41,715,928	\$11,709,072
	TOTAL	\$92,231,000	\$75,729,770	\$16,501,230

The final construction cost of the project is \$38,579,855. The cost of vehicles is \$17,450,836; right-of-way acquisitions are \$807,842 and professional services and other miscellaneous costs are \$18,891,237. The final cost of the project, excluding final payment of the Avista invoices, is \$75,729,770, which is approximately 18% under budget.

Detailed Expenditures

Activity (Standard Cost Categories)	Final Cost
SCC 20 – Stations	\$16,659,609
SCC 40 – Sitework/Street Improvements	\$12,618,388
SCC 50 – Systems/Signals/Communications	\$ 9,301,858
Construction Subtotal (SCC 20-50)	\$38,579,855
SCC 60 – Right-of-Way	\$ 807,842
SCC 70 – Vehicles	\$17,450,836
SCC 80 – Professional Services	\$18,891,237
SCC 90 – Unallocated Contingency	\$ 0
Non-Construction Expenses (SCC 60-90)	\$37,149,915
TOTAL	\$75,729,770
Project Budget	\$92,231,000
Project Savings	\$16,501,230
	(18% under budget)

In July 2023, the STA Board of Directors approved Resolution No. 811-23 declaring the STA Board of Directors' intent to commit and reallocate the local share of the City Line project savings to the Division Street BRT project Construction and Implementation phase. Further, Section 2 of Resolution No. 811-23 directs staff to report to the STA Board of Directors the final local share of project savings to be allocated to the Division Street BRT project and to ensure the local funding commitment remains a component of the Division Street BRT project budget. Based on the information above, \$4,792,158 is remaining in local funds, which will be reallocated to the construction and implementation phase of the Division Street BRT project.



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Report to Committee

Meeting Date: September 30, 2026

Agenda Item: **5C**

Presented To: Planning & Development Committee

Referral Committee: n/a

Title: DIVISION STREET BUS RAPID TRANSIT: SCHEDULE AND COST ESTIMATE
UPDATE

Submitted by: Emily S. Poole, Chief Planning & Development Officer
Don Skillingstad, Senior Project Manager

Purpose: Receive report.

Recommendation: n/a

Attachments and/or

Online Links: Division Street Bus Rapid Transit: Schedule and Cost Estimate Update Report

SUMMARY: Division Street Bus Rapid Transit (BRT) is currently in the project development phase of the Federal Transit Administration's (FTA) Capital Investment Grant Small Starts grant process. The purpose of this report is to highlight recent activities and outcomes of the risk and readiness review process that staff have completed. This work is necessary for the Risk and Readiness Review Workshop with the FTA scheduled for October 22 and 23, 2026.

SPOKANE TRANSIT AUTHORITY

Staff Report: Agenda Item **5C**

Presented to: Planning & Development Committee

SUBJECT: Division Street Bus Rapid Transit: Schedule and Cost Estimate Update Report

Since the last Committee and Board update in July 2026, the project team has continued design efforts towards the 60% design milestone. Sixty percent design is complete for most of the stations, NEPA environmental review is complete and the project cost estimate and schedule have been updated.

60% Design Cost Estimate:

The cost estimate for the project at the 60% milestone has remained the same at \$166.5 million. While construction and vehicle costs have been reduced, rather than remove that amount from the total project cost, those funds were moved to unallocated contingency to account for project unknowns and meet contingency requirements by FTA (further discussion below). All costs are based on year of expenditure with annual inflation/escalation included. Below is a comparison between the 30% and 60% cost estimates.

		30% Design Cost Estimate		60% Design Cost Estimate	
SCC Code	Cost Category	Base Year (\$X,000)	YOE (\$X,000)	Base Year (\$X,000)	YOE (\$X,000)
10	Guideway/Track Elements	\$283	\$363	\$409	\$498
20	Stations, Stops, Terminals, Inter.	\$36,774	\$44,763	\$30,925	\$35,548
30	Support Facilities: Yards, Shops	\$0	\$0	\$0	\$0
40	Site Work & Special Conditions	\$17,426	\$21,104	\$19,485	\$22,406
50	Systems	\$8,647	\$10,524	\$3,761	\$4,401
60	ROW, Land Existing Improvements	\$2,405	\$2,514	\$2,761	\$2,937
70	Vehicles	\$31,538	\$39,497	\$31,583	\$35,698
80	Professional Services	\$28,482	\$32,049	\$28,997	\$31,501
90	Unallocated Contingency	\$12,556	\$15,691	\$28,208	\$33,516
100	Finance Charges	\$0	\$0	\$0	\$0
	TOTAL		\$166,505		\$166,505

Note: YOE = Years of expenditures

60% Project Schedule:

The project schedule has also been updated. The 30% milestone schedule anticipated a revenue service date of September 2030 based on the status of the project at that time. As part of the 60% milestone completion, the schedule has been updated based on the status of the project. The current revenue service date is May 2031. There are several factors that have adjusted the revenue service date. These include: additional time needed for station design at the north end of the alignment, stations which required a change in location due to unforeseen impacts or direction from the authority having jurisdiction, several agency review timelines were identified as longer than originally anticipated, building permit issuance timelines have been refined, delays in external approvals of design documents,

extension of NEPA environmental approval due to added requirements, and extending anticipated testing requirements.

Risk and Readiness Review:

In September 2023, the Federal Transit Administration (FTA) approved STA's written request to enter the Project Development phase of FTA's Capital Investment Grant (CIG) Small Starts grant program for the project. The project is currently in the risk and readiness phase of Project Development. During this phase, FTA's Project Management Oversight Consultant (PMOC) has been reviewing the vast amount of information that has been prepared for the project, primarily focused on risk management, scope, schedule, and cost with the goal of determining the level of risk to the project's cost and schedule, and whether STA has the staff capacity to complete the project. On October 22-23, 2026, FTA, PMOC and the project team will conduct a workshop for the purposes of an in-depth review of all of the information related to scope, schedule, budget, and risk in order for FTA to develop a risk profile for the project and to establish the final cost and revenue service date for the project. The FTA and PMOC will also determine whether STA has the expertise and management capacity to construct the project.

One major component of this process is to determine the level of risk to the project. The project team has prepared a risk register which documents project risks that may impact the scope, schedule, and budget. The risk register is then used to perform an in-depth risk analysis by the PMOC to determine the appropriate level of cost and schedule contingency that should be added to the project, based on FTA guidelines. Parametrix, STA's prime design and engineering consultant for the project, completed a cost and schedule risk analysis in June 2026 for the purposes of anticipating what levels of contingency FTA may require for the project.

Based on the risks identified at that time, the risk analysis concluded that an additional \$9.4 million in contingency should be added to the total project cost consistent with FTA's suggested confidence level (P65 – 65% chance the project is completed at or below the identified budget) at the 60% design milestone. Based on the updated cost estimate and the increase of approximately \$17 million in contingency costs, this additional risk adjusted amount is included in the total project cost so no increase to the overall project budget is necessary at this time.

The cost and risk analysis performed by Parametrix also concluded that an additional 10-13 months was needed in the project schedule to account for project risk based on the 30% design level, September 2030 revenue service date. Using the updated project schedule and the adjusted revenue service date of May 2031, an additional 12-months of schedule contingency has been added, with a new revenue service date in May 2032. This is a risk adjusted schedule not the managed schedule. The project will continue forward assuming May 2031 is the revenue service date.

Anticipated Next Steps:

It is important to note, a goal of the risk and readiness review process and workshop is for FTA to conduct their own risk analysis for the project and develop a risk adjusted cost estimate and schedule which will become the basis for the total cost and assumed revenue service date to be incorporated into the Small Starts Single Year Grant Agreement. As such, the final cost estimate and revenue service date may change upon the conclusion of the October 2026 workshop. Staff anticipate a final determination by FTA in February 2027.



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Report to Committee

Meeting Date: September 30, 2026

Agenda Item: **5D**

Presented To: Planning & Development Committee
Referral Committee: n/a
Title: FIVE MILE MOBILITY HUB STUDY PROJECT UPDATE
Emily S. Poole, Chief Planning & Development Officer
Brian Jennings, Director of Community Development
Submitted by: Dylan Jouliot, Associate Transit Planner

Purpose: Receive report.
Recommendation: n/a
Attachments and/or Online Links: [Five Mile Mobility Hub Study Website](https://www.spokanetransit.com/projects/five-mile-mobility-hub-study/)
<https://www.spokanetransit.com/projects/five-mile-mobility-hub-study/>

SUMMARY: Spokane Transit Authority (STA) has contracted with Toole Design Group to complete a study evaluating the potential for a mobility hub network within the Public Transportation Benefit Area (PTBA), as well as assessing and determining alternatives for implementation for a pilot mobility hub at the Five Mile Park & Ride site. This project began in February 2026 with updates previously provided to the Planning & Development Committee on March 4, 2026, and June 3, 2026.

Since the last update to the Planning & Development Committee on June 3, 2026, the following work has been completed:

Activity	Description
Technical Advisory Committee (TAC) Meeting	The second TAC meeting was held on July 29, 2026, as an in-person workshop. The TAC reviewed the mobility hub typology and kit of parts identified for STA mobility hubs. TAC members walked through an exercise applying these components to example hub sites within the PTBA, including the Five Mile Park & Ride pilot site.
STA Mobility Hubs Network Analysis	Toole Design Group used STA and publicly available data to perform a network analysis, identifying locations and transit facilities within the PTBA with high potential for mobility hub siting. The siting criteria include multimodal connections, land use, equity considerations, and overall network effects. The analysis and results were summarized in a network planning memo by the consultant team.
Five Mile Park & Ride Site Analysis	Toole Design Group and STA staff are working with subcontractor KPFF Engineering to perform a site assessment of the pilot site at Five Mile Park & Ride. This includes site visits, identification of existing infrastructure, including electricity, plumbing, lighting, and landscaping, and preparation of a base plan of the site.



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Report to Committee

Meeting Date: September 30, 2026

Agenda Item: **5E**

Presented To: Planning & Development Committee

Referral Committee: n/a

Title: WELLESLEY CORRIDOR DEVELOPMENT PLAN: COMPLETE DRAFT
(Public Hearing at the October 15, 2026, Board meeting)

Submitted by: Emily S. Poole, Chief Planning & Development Officer
Brian Jennings, Director of Community Development
Mike Tresidder, Associate Transit Planner

Purpose: Receive report.

Recommendation: n/a

Attachments and/or Online Links: [Wellesley Corridor Development Plan Website](http://www.spokanetransit.com/projects/wellesley-corridor-development-plan/)
<https://www.spokanetransit.com/projects/wellesley-corridor-development-plan/>
Wellesley Corridor Development Plan: Complete Draft Summary

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 STA Board of Directors. Staff presented an overview of the preliminary draft at the September 2, 2026 Planning and Development Committee meeting.

Since then, staff have met with several neighborhood councils to provide an overview of the preliminary plan, presented at the City of Spokane Pedestrian, Transportation and Traffic Committee (PeTT), added an assessment of pedestrian crossings and access to stops, and identified strategies for reaching out to out-of-state national corporations that are landowners along the corridor. Supplemental to the accompanying staff report, staff will present an overview of edits and additions to the public hearing draft CDP, including any feedback from the neighborhood engagement. The complete draft of the CDP will be available online for review at the link above beginning September 30, 2026.

SPOKANE TRANSIT AUTHORITY

Staff Report: Agenda Item **5E**

Presented to: Planning & Development Committee

SUBJECT: Wellesley Corridor Development Plan: Complete Draft Summary

Route 33 Wellesley has been identified as a future High Performance Transit (HPT) investment in both *Connect Spokane* and *Connect 2035*. *Connect Spokane* identifies Route 33 as a future HPT route in 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 cross-town route traveling from Spokane Falls Community College (SFCC) to Spokane Community College (SCC) and passing through several 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. STA was awarded \$630,000 in CMAQ grant funds from the Spokane Regional Transportation Council (SRTC). These funds are for planning, engineering, and design activities for the Wellesley Corridor Development Plan (CDP).

Engagement - Multiple rounds of community engagement with the following groups have occurred to date:

- Northwest Neighborhood Council
- Nevada Heights Neighborhood Council
- Hillyard Neighborhood Council
- Whitman Neighborhood Council
- Bemiss Neighborhood Council
- North Hill Neighborhood Council
- Minnehaha Neighborhood Council
- Rogers High School Leadership class

In addition, planning sessions and presentations were conducted with STA Planning & Development staff, City of Spokane planning staff, and the City of Spokane Plan Commission. Taken together, the feedback received was used to develop and draft the corridor development plan.

The first round of engagement focused on identifying what High Performance Transit is as defined by STA and identifying barriers and obstacles to transit use and implementation of transit amenities in the corridor. The second round of engagement with the neighborhoods focused on the results of the initial analysis and evaluation of stops for infrastructure improvements. Discussion was positive, with supportive feedback on the proposed improvements. The third round of engagement focused on an overview of the draft preliminary plan and how to submit formal comments for the public hearing. The draft preliminary plan was well-received, with little discussion. Additional outreach to key property owners at Northtown Mall has been initiated and is ongoing for feedback regarding stops in the vicinity of Wellesley Avenue and Division Street, a key activity center with Northtown Mall and transfer

between Route 33 Wellesley and Route 25 Division designated as the future Division Street Bus Rapid Transit line. Additional demographic information for the corridor has been added to the complete draft.

Based on the analysis, community engagement, and policies set forth by *Connect Spokane*, the anticipated improvements along the corridor are shown in Table 1. After reviewing analysis from pedestrian crossings along the corridor and the impact on stop accessibility and spacing, two stop pairs are recommended for retention compared to the preliminary plan. The proposed stop actions are subject to further refinement, review, and/or approval from the City of Spokane

Table 1-Wellesley CDP Proposed Improvements

Stop Action	Total Stops
Construct HPT & Install Station Improvements	7
Construct Enhanced Stop with Shelter	10
Install New Shelter	11
Consolidate / Close Stop	12

The project schedule for the Wellesley CDP follows in Table 2 below.

Table 2-Wellesley CDP Schedule

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 conditions 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	Neighborhood groups Trip generators City of Spokane staff
April 2026	Update on Engagement Round 1 to date Preview of infrastructure analysis method	P&D Committee
April 2026 – May 2026	Continued Round 1 engagement Develop concepts for stops and stop locations	Neighborhood groups
June 2026	Engagement Round 2: Focus on potential concepts and trade-offs	Same as Engagement Round 1
June 2026	Apply for Regional Mobility Grant	N/A
July 2026	Update on Engagement Round 2	P&D Committee
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	Public Hearing Draft Plan	P&D Committee
October 2026	Public Hearing	STA Board
November 2026	Final Draft Plan Recommendation for adoption	P&D Committee
November 2026	Adoption	STA Board

Bolded items are upcoming activities

After adoption of Wellesley Corridor Development Plan, this initiative will move into the design and engineering phase as identified in the draft 2027 Action Plan.



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CEO Report

Meeting Date: September 30, 2026

Agenda Item: **6**

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

Purpose: For information.
Recommendation: n/a
**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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Committee Information
Meeting Date: September 30, 2026
Agenda Item: 7A

Presented To: Planning & Development Committee
Referral Committee: n/a
Title: Division Street Bus Rapid Transit: Public Outreach Update
Submitted by: Emily S. Poole, Chief Planning & Development Officer
Don Skillingstad, Senior Project Manager

Purpose: For information.

Recommendation: n/a

Attachments and/or

Online Links: n/a

SUMMARY: Division Street Bus Rapid Transit (BRT) is currently in the project development phase. The purpose of this report is to highlight current public outreach activities for this important regional project.

Since the last Committee and Board update in July 2026, the project team continued public outreach efforts and contacted individual property owners as needed to discuss specific design items. The project team is preparing to attend neighborhood council meetings in November 2026 through January 2027 to provide a project update and obtain feedback on the current station designs.

STA has contracted with Spokane Arts to create artwork for the project; the prospectus is complete and the artists were chosen. Each of the selected artists will be meeting with the neighborhood councils during the upcoming outreach to begin collaboration on the artwork.



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Review Committee Meeting Draft Agenda
Meeting Date: September 30, 2026
Agenda Item: 8

Presented To: Planning & Development Committee
Referral Committee: n/a
Title: REVIEW NOVEMBER 4, 2026, COMMITTEE MEETING DRAFT AGENDA
Submitted by: Emily S. Poole, Chief Planning & Development Officer

Purpose: For information.

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 review and discuss the items proposed to be included on the agenda for the meeting of November 4, 2026.

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

PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, November 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 *(5 minutes)*
 - A. Minutes of the September 30, 2026, *(October)* Committee Meeting – *Corrections/Approval*
4. Committee Action -- Recommendation
 - A. Board Action - Consent Agenda – *(5 minutes)*
 1. Wellesley Corridor Development Plan: Final Draft Adoption (Resolution) *(Poole)*
 - B. Board Action – Other/Committee Recommendation - *none*
5. Report to Committee *(50 minutes)*
 - A. Draft 2027 Planning & Development Committee Work Program *(Poole)*
 - B. Proposed 2027 Budget *(Hamud)*
(Public Hearing at the October 15, 2026, Board meeting)
 - C. Transit-Oriented Development: Pilot Feasibility Study Update *(Poole)*
6. CEO Report *(Otterstrom) (15 minutes)*
7. Committee Information *(no discussion/staff available for questions)*
8. Review December 2, 2026, Meeting Draft Agenda *(5 minutes)*
9. New Business
10. Committee Member Expressions *(5 minutes)*
11. Adjourn

Next Committee Meeting: Wednesday, December 2, 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: September 30, 2026

Agenda Item: **9**

Presented To: Planning & Development Committee

Referral Committee: n/a

Title: NEW BUSINESS

Submitted by: n/a

Purpose: For discussion.

Recommendation: n/a

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: September 30, 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.