

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

PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, October 2, 2024

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 4, 2024, Committee Meeting – *Corrections/Approval*
4. Committee Action (10 minutes)
 - A. Board Consent Agenda - *none*
 - B. Board Discussion Agenda
 1. Connect Spokane Comprehensive Plan: Final Adoption of Plan Update (Resolution)
(*Otterstrom*)
5. Report to Committee (50 minutes)
 - A. Draft 2025 Budget (*Johnston/Otterstrom*)
 - B. Connect 2035 Strategic Plan: Community Input Review & Packaging Guidance (*Otterstrom*)
6. CEO Report (*E. Susan Meyer*) (15 minutes)
7. Committee Information
8. Review November 6, 2024, Committee Meeting Draft Agenda
9. New Business
10. Committee Members' Expressions (5 minutes)
11. Adjourn

Next Committee Meeting: Wednesday, November 6, 2024, at 10:00 a.m. in person.

Virtual Link:	Join here		
Password:	Members: 2024		Guests: Guest
Call-in Number:	1-408-418-9388		Event #: 2489 382 3926

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting at the STA's website: www.spokanetransit.com. Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend and participate. Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act. For more information, see www.spokanetransit.com. Upon request, alternative formats of this information will be produced for people who are disabled. The meeting facility is accessible for people using wheelchairs. For other accommodations, please call (509) 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.

SPOKANE TRANSIT AUTHORITY
PLANNING & DEVELOPMENT COMMITTEE MEETING

October 2, 2024

AGENDA ITEM 2: COMMITTEE CHAIR REPORT

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Pam Haley, Chair, Planning & Development Committee

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

RECOMMENDATION TO COMMITTEE: N/A

SPOKANE TRANSIT AUTHORITY
PLANNING & DEVELOPMENT COMMITTEE MEETING

October 2, 2024

AGENDA ITEM 3A : MINUTES OF THE SEPTEMBER 4, 2024, COMMITTEE MEETING

REFERRAL COMMITTEE: n/a

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

SUMMARY: Draft Minutes of the September 4, 2024, Planning & Development Committee meeting are attached for your information, corrections and/or approval.

RECOMMENDATION TO COMMITTEE: Corrections and/or approval.

COMMITTEE ACTION:

RECOMMENDATION TO BOARD:

FINAL REVIEW FOR BOARD BY:

Division Head _____ Chief Executive Officer _____ Legal Counsel _____

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

PLANNING & DEVELOPMENT COMMITTEE MEETING

DRAFT Minutes of the September 4, 2024, Meeting

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

MEMBERS PRESENT

Dan Dunne, Small Cities Representative (Liberty Lake)
– *Acting Chair*
Rod Higgins, City of Spokane Valley
(alternate for Pam Haley)
Zack Zappone, City of Spokane
Kitty Klitzke, City of Spokane
Chris Grover, Small Cities Representative (Cheney)
Ex-Officio
Dan Sander, Small Cities Representative
(Millwood) Ex-Officio
Rhonda Bowers, Labor Representative
(Non-voting)
E. Susan Meyer, Chief Executive Officer
Ex -Officio

STAFF PRESENT

Brandon Rapez-Betty, Chief Operations Officer
Karl Otterstrom, Chief Planning & Development
Officer
Nancy Williams, Chief Human Resources Officer
Carly Cortright, Chief Communications &
Customer Service Officer
Vicki Clancy, Executive Assistant to the Chief
Planning & Development Officer

PROVIDING LEGAL COUNSEL

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

MEMBERS ABSENT

Pam Haley, City of Spokane Valley – *Chair*

1. CALL TO ORDER AND ROLL CALL

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

2. COMMITTEE CHAIR REPORT

Mr. Dan Dunne, Acting Chair, had no updates for the Planning & Development Committee.

3. COMMITTEE ACTION

A. MINUTES OF THE JULY 10, 2024, COMMITTEE MEETING

Ms. Kitty Klitzke moved to approve the June 5, 2024, Planning & Development Committee meeting minutes. Mr. Rod Higgins seconded, and the motion was approved unanimously.

4. COMMITTEE ACTION

A. BOARD CONSENT AGENDA

1. CITY LINE BUS PROCUREMENT

Mr. Brandon Rapez-Betty presented. The City Line Bus Rapid Transit (BRT) project was completed under budget and will realize project savings. Staff are requesting approval to procure an additional City Line bus using available project funds to maintain reliable service delivery. Mr. Brandon Rapez-Betty reviewed background leading to this decision point.

Council Member Zappone joined the meeting.

Mr. Rapez-Betty presented the considerations for an additional City Line vehicle:

- Provides the opportunity to deploy an extra bus when needed, such as during extreme winter conditions, buses delayed due to emergency medical situations, buses in the shop for maintenance, etc.
- Eligible purchase within existing federal grant – FTA is encouraging STA to utilize grant funding for City Line expenses where appropriate.

Even with this additional bus purchase, the project is still expected to be \$10-\$14M under budget. STA Board Resolution 238-11 allocated a local share of savings to the Division Bus Rapid Transit (BRT) construction project.

Ms. Bowers inquired as to whether it would be beneficial to acquire two additional buses, and not just one, considering various factors, including the long lead time for delivery and the price increase. Mr. Rapez-Betty pointed out that having three spare buses with the proposed order, as opposed to the current two, puts STA in a comfortable position going forward. The maintenance team is very responsive to getting City Line vehicles back on the road. Council Member Klitzke opined that a second bus would aid in preempting further inflation. Mr. Rapez-Betty reiterated that from an operating and maintenance perspective, three spare buses is a robust number. There are operational technologies strategies at staff's disposal in the extraordinary scenario in which the sub-fleet, with a twelfth bus, would otherwise not be sufficient.

Ms. Kitty Klitzke moved to recommend the Board of Directors approves, by motion, the purchase of an additional City Line bus, for an approximate amount of \$2,070,000, including after-market configurable components, plus applicable sales tax. Mr. Zack Zappone seconded, and the motion was approved unanimously.

B. BOARD DISCUSSION AGENDA – none

5. REPORTS TO COMMITTEE

A. CONNECT SPOKANE COMPREHENSIVE PLAN: REVISED DRAFT

Mr. Otterstrom presented proposed revisions to the Connect Spokane update that was distributed at the July 10, 2024, Planning & Development Committee meeting. The revisions are informed by input gathered over the last two months through a community survey, and community partner listening sessions, and will be the subject of a public hearing on September 19, 2024. Staff developed a matrix itemizing the feedback from all engagement sources, and the methods considered in the policy refinement:

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

Next steps include a public hearing set for the next Board meeting on September 19, 2024; the final draft and recommendation will be proposed on October 2, 2024, and the Board will vote on the final draft October 17, 2024. Mr. Zappone inquired as to the populations which were surveyed both in person and through the circulated survey, noting that about 90% of respondents who voluntarily disclosed their race were white. Mr. Otterstrom noted the outreach to a variety of community-based organizations that work with minority populations, including listening sessions in August. Many expressed satisfaction with the level of outreach and also the proposed drafts that have been prepared.

B. FACILITIES MASTER PLAN UPDATE

Mr. Rapez-Betty provided an update on Phase 1 of the Facilities Master Plan (FMP) project. STA's FMP is a key document for planning and programming the support infrastructure for the region's public transportation system. The FMP Update project is a planning process to determine a location, or locations needed for additional facilities over time. The plan will outline near-term and future needs through 2050. Initial conceptual facility needs/considerations include: clean energy campus, training center, Boone South Garage maintenance bays renovation, Board meeting space, administrative space, and warehouse storage. Mr. Rapez-Betty described the guiding principles of the plan. Multiple strategies are being considered to meet upcoming needs, recognizing a single central campus will not provide sufficient capacity for the operational needs of the agency into the future. The plan will be in alignment with Connect 2035 and the Zero Emission Transition Plan recently approved by the Board. Next steps include finishing site analysis, performing preliminary site due diligence, finalization of the Phase I report, and obtaining guidance from the Board for Phase 2. The Phase 1 program schedule was reviewed. Mr. Dunne offered concluding remarks, noting the agency is poised to grow, and addressing current and future needs will require additional physical space.

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

Mr. Otterstrom presented. Division Street Bus Rapid Transit (BRT) is currently in the project development phase, which is a formal step in the process under the Capital Investment Grant Program with the Federal Transit Administration (FTA.) Staff are working towards 30% design completion by spring 2025. A project of this scale takes both internal effort, which is significant, as well as an effort with STA's partners, which includes City of Spokane, Spokane County, Spokane Regional Transportation Council (SRTC), Washington State Department of Transportation (WSDOT), and a variety of local utility companies and agencies. Mr. Otterstrom described the process of planning, designing, and engineering behind the project and recent and upcoming milestones related to these processes. Outreach includes a second round of letters sent out to station-adjacent landowners/business owners and taxpayers. More outreach activities are planned for the fall, and outreach materials (print and digital) are continuing to be developed. One goal of the outreach is to develop active transportation (i.e., bicycle and pedestrian) improvements on Ruby Street. Such improvements are eligible for FTA funding, but Mr. Otterstrom noted the benefits of such an improvement inure mostly to the broader community, including the City of Spokane. It will be key for the City of Spokane to weigh in on, and support the design for, active transportation improvements. Mr. Dunne commented that this is an opportunity to collaborate between the agency and the City of Spokane. Mr. Otterstrom reviewed the project schedule, which targets 2030 for revenue service launch, in coordination with the completion of the North Spokane Corridor.

D. 2024 RECONNECTING COMMUNITIES GRANT APPLICATION OPPORTUNITY

Mr. Otterstrom presented. This is a grant opportunity which could benefit the Division Bus Rapid Transit project. Mr. Otterstrom provided a brief background for the Reconnecting Communities Grant (RCP); the application is due September 30, 2024. The project submitted last year under the

Reconnecting Communities Program (RCP) was Liberty Edgecliff Improvements Accessibility, which was not ultimately selected for federal funding. The call last year offered a 100% match, this year's call did not. Due to local dollars not being provided by the city, the match was limited this year therefore STA will be going forward not with last year's submission, but with Division BRT as STA has both state and local matches. The current RCP grant opportunity will support STA's efforts to overcome existing transportation barriers, seeking to improve accessibility and mobility, and support the economic and social vitality of the Division Street corridor. STA will request up to \$50M in this grant program. The project is in the Board approved Capital Improvement Program (CIP), so the grant does not require further authorization from the Board to submit the application. If successful, this will reduce how much FTA funding STA will request in the future, helping STA's requests to be more competitive and keep the project momentum moving in the right direction.

E. CONNECT 2035 STRATEGIC PLAN: WORKSHOP PREVIEW – INITIATIVE PACKAGING

Mr. Otterstrom presented. The Planning & Development Committee has a key role in navigating the development of STA's next ten-year strategic plan, known as *Connect 2035*. Staff and the Board are in the process of evaluating and packaging initiatives for the final plan. Mr. Otterstrom provided the agenda and objectives for the Board Workshop to be held immediately following the Committee meeting. Next steps for the strategic plan include an October 30, 2024, workshop; a public hearing at the November 21, 2024, Board meeting; and Board adoption on December 2019, 2024. Next steps for the strategic plan include an October 30, 2024, workshop; a public hearing at the November 21, 2024, Board meeting; and Board adoption on December 2019, 2024.

6. CEO REPORT

In the interest of time Ms. E. Susan Meyer deferred her report.

7. COMMITTEE INFORMATION

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

No presentation. Information item.

8. REVIEW OCTOBER 2, 2024, COMMITTEE MEETING AGENDA

9. NEW BUSINESS - none

10. COMMITTEE MEMBERS' EXPRESSIONS

Mr. Dunne is expressed support for the Facility Master Plan, the growth of the agency, the need to consider physical property and a support network; he looks forward to hearing more in the future.

11. ADJOURN

With no further business to come before the Committee, Acting Chair Dunne adjourned the meeting at 11:27 a.m.

NEXT COMMITTEE MEETING: WEDNESDAY, October 2, 2024, at 10:00 a.m. in person at STA Northside Conference Room.

Respectfully submitted,



Vicki Clancy, Executive Assistant
Planning & Development Department

SPOKANE TRANSIT AUTHORITY

PLANNING & DEVELOPMENT COMMITTEE MEETING

October 2, 2024

AGENDA ITEM 4A1 : CONNECT SPOKANE COMPREHENSIVE PLAN: FINAL ADOPTION OF PLAN UPDATE (RESOLUTION)

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Karl Otterstrom, Chief Planning & Development Officer
Brian Jennings, Deputy Director for Community Development

SUMMARY: Connect Spokane is STA’s Comprehensive Plan that sets forth a vision and policy framework to help guide decisions made by the Board of Directors, staff, and partnering agencies for at least the next 30 years. Phase 2 of the multi-year, major update to the plan is anticipated to be completed this month, subject to Board adoption of the final draft document.

BACKGROUND: The Connect Spokane Phase 2 Update was initiated in July 2023, consistent with the Planning & Development Committee’s 2023 Work Program. A more detailed scope of work for the plan update was presented to the Board in September 2023 and identified several elements requiring a more substantial review and possible update.

Redlines of the draft changes in the Phase 2 elements were presented during the Committee’s July 2024 meeting, and following stakeholder feedback, a revised redline draft presented at the September 2024 Committee meeting, with a public hearing held at the September 19, 2024, Board meeting. Three oral and written comments were received as part of the public hearing.

One commenter advocated against new policies that enable mobility on demand projects, noting greater overall effectiveness associated with fixed route services. Two commenters advocated for greater consideration of rail-based investments in the plan. In one case, the commenter recommended rail be considered the default mode for all future High Performance Transit (HPT) investments. One commenter expressed support for the new Transit Equity and Inclusion element, as well as a new eligibility-based fare program policy. The commenter also recommended changes to the new element, incorporating the concept of belonging to the element, while moving discussion of environmental justice to a separate section of the plan.

Staff reviewed testimony received and have prepared the following analysis which ultimately resulted in making no changes to the final draft plan available online:

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

Mobility on Demand

Spokane Transit’s best performing routes serve higher density areas with plentiful destinations connected by frequent, easy to use transit. High Performance Transit (HPT) maintains its preeminence in generating ridership and supporting walkable communities. That focus, admittedly, does not address areas of low-density development, especially those that feature multiple physical barriers, such as steep

slopes, disjointed road networks and water features. Fixed Route service is generally inappropriate for such areas. Mobility on Demand (MOD) does not deliver greater ridership or more cost-effective service. It does, however, provide access and coverage, expanding the reach of transit for more residents of STA's public transportation benefit area, by connecting new areas to major transit stations and transit centers. The proposed new policies do not oblige STA to provide the service, but merely enable their inception should the Board wish to advance them in the future.

Rail Investments

The timeline and costs for new rail projects in the United States and in a community with the relative density of Spokane point to rubber-tired transit as being the most practical response to encouraging more transit ridership in a reasonable timeframe. This, however, does not preclude the consideration of rail in corridors and demand patterns that could warrant it in the future.

Transit Equity and Inclusion

STA welcomes the continued discussion of ways to advance equity in connection to its core mission of providing public transportation to the region. In staff's efforts to benchmark the draft element to equity framework, strategy documents, and policies consistent with other transit agencies, staff did not identify agencies using the concept of "belonging" in reference to external facing equity strategies. As such, its use in the context of public transportation is not yet developed. Regarding the recommendation to relocate discussion of environmental justice to another point in the plan, United States Department of Transportation (US DOT) guidance published since 2020 have integrated these terms without compromising the importance of either. This precedence is reflected in the draft plan.

SUMMARY OF CHANGES

The table below summarizes the changes to the various elements of the plan. The objective is to seek approval by the STA Board of Directors on October 17, 2024.

Element	Summary of Change
High Performance Transit	<ul style="list-style-type: none">Continued evolution of HPT map with new class/mode descriptionsUpdated accompanying table to be consistent with class/modes and outputs from <i>Connect 2035</i> strategic plan network evaluation
Fixed Route Element	<ul style="list-style-type: none">No proposed changes. Service growth opportunities to be addressed in <i>Connect 2035</i>.
Paratransit	<ul style="list-style-type: none">Clarified that the paratransit boundary is bounded by the PTBA boundaryClarified that if a geographic area is surrounded by Fixed Route service, but lies outside the ¼-mile buffer of Fixed Route service, that area will still receive paratransit service, consistent with federal regulation

Element	Summary of Change
Flexible Services	<ul style="list-style-type: none"> • Updated with new shared mobility language to create framework for defining service attributes • Added definitions for shared mobility, mobility hubs, mobility on demand • Added criteria for identification and design of mobility on demand projects
Communications and Public Input	<ul style="list-style-type: none"> • Added public participation spectrum • Updated outreach tools to reflect current best practices in public engagement, including consistent partner coordination • Updated "Public Input Categories" table
Revenues and Fares	<ul style="list-style-type: none"> • Minor language update throughout for consistency • Four new policies related to fares, addressing fare programs and rider contribution to the cost of service
Regional Transportation, Land Use, and Economic Development	<ul style="list-style-type: none"> • Updated element title to acknowledge economic development • Added economic development and transit-oriented development into element goal and policy language • Updated transit oriented development (TOD) and land acquisition policies to be more active and identify opportunities for STA to engage in TOD partnerships
Sustainability	<ul style="list-style-type: none"> • Minor updates to language • Minor reorganization
Transit Equity and Inclusion	<ul style="list-style-type: none"> • Created new Element with goal, principles, and policies • Moved Title VI policies from Annex 2 into main body of comprehensive plan

RECOMMENDATION TO COMMITTEE: Recommend the Board approve, by resolution, the Phase 2 updates to the Connect Spokane comprehensive plan as presented.

RESOLUTION NO. XXX-24

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; and Resolution No. 795-22, adopted May 19, 2022; and,

WHEREAS, the STA Board of Directors recognizes the need to update specific sections - High Performance Transit, Fixed Route Service, Paratransit, Flexible Services, Communications and Public Input, Revenues and Fares, Regional Transportation and Land Use, Sustainability - 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 include a new element, Transit Equity and Inclusion, to consolidate existing Title VI policies and create new policies regarding an accessible and inclusive transit system that STA continually works to provide to the visitors and residents of Spokane County; and,

WHEREAS, the STA Board of Directors recognizes the need to redefine the rider contribution to the cost of service for fixed-route transit service to more accurately reflect how STA pursues a pro-ridership philosophy while maintaining an affordable standard fare rate, and,

WHEREAS, the STA Board of Directors recognizes the need to identify existing eligibility-based reduced fare programs that were introduced with the Connect card while providing policy for the provision of additional eligibility-based reduced fare programs; 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 September 19, 2024;

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 to the following existing and new elements of Connect Spokane: A Comprehensive Plan for Public Transportation as shown in Exhibit A:

- High Performance Transit
- Fixed Route Service
- Paratransit
- Flexible Services
- Communications and Public Input
- Revenues and Fares
- Regional Transportation, Land Use and Economic Development
- Sustainability
- Transit Equity and Inclusion

Section 2. The STA Board of Directors hereby authorizes the Chief Executive Officer 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 17th day of October 2024.

Attest:

Dana Infalt
Clerk of the Authority

Al French
STA Board Chair

Approved as to form:

Megan Clark
Legal Counsel

SPOKANE TRANSIT AUTHORITY
PLANNING & DEVELOPMENT COMMITTEE MEETING

October 2, 2024

AGENDA ITEM 5A : DRAFT 2025 BUDGET

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Tammy Johnston, Senior Financial Services Manager
Karl Otterstrom, Chief Planning & Development Officer

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

Staff will review the draft 2025 Budget at the Committee meeting, including the draft 2025 action plan and the draft 2025 operating and capital budgets. It will be posted on the STA website, no later than close of business October 1, 2024, 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 6, 2024, and a public hearing with the Board on November 21, 2024. The 2025 Budget is proposed to be adopted in December 2024.

RECOMMENDATION TO COMMITTEE: Receive report.

SPOKANE TRANSIT AUTHORITY
PLANNING & DEVELOPMENT COMMITTEE MEETING

October 2, 2024

AGENDA ITEM 5B : CONNECT 2035 STRATEGIC PLAN: COMMUNITY INPUT REVIEW & PACKAGING GUIDANCE

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Karl Otterstrom, Chief Planning & Development Officer
Brian Jennings, Deputy Director for Community Development

SUMMARY: The Planning & Development Committee has a key role in navigating the development of STA's next ten-year strategic plan, known as *Connect 2035*. Staff will review the various engagement activities, including a first look at the survey results regarding the proposed packages, that have occurred since the Board Workshop on September 4, 2024. Staff will also present a preliminary proposal for a single package of initiatives that could be incorporated into the draft plan, subject to Board guidance later in October.

BACKGROUND: Spokane Transit's *Connect 2035 Strategic Plan* is envisioned to be the agency's strategic roadmap for bus, Paratransit, and Rideshare and will guide priorities, investments and activities through 2035. Information about the plan is posted on the plan website:

<https://staconnect2035.com/>

Since the Board workshop on September 4, STA's engagement activities have included:

Date	Activity
September 9 – September 30	Connect 2035 Community Survey
September 12	GSI Policy and Pints presentation
September 17	Tele Town Hall
September 21	Tabling at Valleyfest
September 24	Employee Meetings (four)
September 25	SRTC TTC/TAC presentations
September 25	Open House @ STA Plaza

Committee and Board engagement will continue to occur, with the following planned opportunities:

Date	Activity
October 17	Present results of community engagement and obtain guidance on initiative packaging for the draft plan
October 30	Overview of draft plan, implementation steps, and performance tracking
November 6	Draft Connect 2035 plan released
November 21	Public Hearing
December 4	Present Final Connect 2035 Plan to P&D Committee for recommendation
December 18	Adoption by STA Board

RECOMMENDATION TO COMMITTEE: Receive report.

SPOKANE TRANSIT AUTHORITY
PLANNING & DEVELOPMENT COMMITTEE MEETING

October 2, 2024

AGENDA ITEM 6: CEO REPORT - INFORMATION

REFERRAL COMMITTEE: n/a

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer

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

RECOMMENDATION TO COMMITTEE: For discussion.

SPOKANE TRANSIT AUTHORITY

PLANNING & DEVELOPMENT COMMITTEE MEETING

October 2, 2024

AGENDA ITEM 8: NOVEMBER 6, 2024, COMMITTEE MEETING DRAFT AGENDA REVIEW

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Karl Otterstrom, Chief Planning & Development Officer

SUMMARY: At this time, members of the Planning & Development Committee will have an opportunity to review and discuss the items proposed to be included on the agenda for the meeting of November 6, 2024.

RECOMMENDATION TO COMMITTEE: For discussion.

Spokane Transit Authority
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PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, November 6, 2024

10:00 a.m. – 11:30 a.m.

Northside Conference Room
Spokane Transit Authority
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DRAFT AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report (5 minutes)
3. Committee Action (5 minutes)
 - A. Minutes of the September 4, 2024, Committee Meeting – *Corrections/Approval*
4. Committee Action (20 minutes)
 - A. Board Consent Agenda
 1. Federal Transit Administration Section 5310: Funding Opportunity Approval (*Otterstrom*)
 2. I-90 / Valley High Performance Transit Corridor Development Plan: Route 7 Supplemental Report Approval (*Otterstrom*)
5. Report to Committee (40 minutes)
 - A. Proposed 2025 Budget (*Johnston/Otterstrom*)
(*Public Hearing at the November 21, 2024, Board meeting*)
 - B. Draft 2025 Planning & Development Committee Work Program (*Otterstrom*)
 - C. Draft Connect 2035 Strategic Plan (*Otterstrom*)
(*Public Hearing at the November 21, 2024, Board meeting*)
6. CEO Report (*E. Susan Meyer*) (15 minutes)
7. Committee Information
8. Review December 4, 2024, Committee Meeting Draft Agenda
9. New Business
10. Committee Members' Expressions (5 minutes)
11. Adjourn

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Virtual Link:	Join here	
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Call-in Number:	1-408-418-9388	Event #: XXXX XXX XXXX

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SPOKANE TRANSIT AUTHORITY

PLANNING & DEVELOPMENT COMMITTEE MEETING

October 2, 2024

AGENDA ITEM 9: NEW BUSINESS

REFERRAL COMMITTEE: n/a

SUBMITTED BY: n/a

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

RECOMMENDATION TO COMMITTEE: For Discussion.

SPOKANE TRANSIT AUTHORITY

PLANNING & DEVELOPMENT COMMITTEE MEETING

October 2, 2024

AGENDA ITEM 10 : COMMITTEE MEMBERS' EXPRESSIONS

REFERRAL COMMITTEE: n/a

SUBMITTED BY: n/a

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

RECOMMENDATION TO COMMITTEE: n/a