



Board of Directors Meeting Minutes

Thursday, March 13, 2025- 1:00pm

1 Call to Order/ Excused Absences

Chair Higgins called the meeting to order at 1:02pm and attendance was taken. No excused absences were requested.

In attendance were:

Board Members:

Council Member Jennifer Morton, *City of Airway Heights*
Council Member Paul Schmidt, *City of Cheney*
Council Member Dianne Pfaeffl, *City of Deer Park*
Mayor Cris Kaminskis, *City of Liberty Lake*
Council Member Don Kennedy, *City of Medical Lake*
Mayor Kevin Freeman, *City of Millwood*
Council Member Jonathan Bingle, *City of Spokane (arrived at 1:06pm)*
Council Member Kitty Klitzke, *City of Spokane*
Mayor Pam Haley, *City of Spokane Valley*
Council Member Rod Higgins, *City of Spokane Valley (Chair)*
Daniel Clark, *Kalispel Tribe*
Matt Ewers, *Rail/Freight Rep*
Doug Yost, *Mayor Employer*
Council Member Micki Harnois, *Small Cities/Towns Rep*
Commissioner Al French, *Spokane County*
Karl Otterstrom, *Spokane Transit Authority*
Victor Ramos, *Spokane Tribe*
Char Kay, *WSDOT-ER*
Commissioner Kelly Fukai, *WA State Transp. Commission*

Ex-Officio Members

Barry Greene, *TTC Chair*

STAFF

Lois Bollenback, *Executive Director*
Eve McMenamy, *Deputy Exec. Director*
Megan Clark, *Legal Counsel*
Valley
Savannah Creasey, *Comm. & Public Relations Coor.*
Angel Jackson, *Admin-Executive Assistant*
Neighborhood
Ryan Stewart, *Principal Transportation Planner*
Jason Lien, *Principal Transportation Planner*
David Fletcher, *Principal Transportation Planner*
Michael Redlinger, *Associate Transp. Planner 3*
Ben Kloskey, *Associate Transportation Planner 1*
Valley

Guests:

Ann Winkler, *TAC Member*
LeAnn Yamamoto, *CommuteSmart NW*
Adam Jackson, *City of Spokane*

Elizabeth Godsmith, *Comstock*
Sandra Wicht, *Comstock*

Charles Hansen, *TAC Member*
Shauna Harshman, *TTC Member*
Kevin Picanco, *City of Spokane*
Sean Messner, *CivTech*
Jerremy Clark, *City of Spokane*



Paul Kropp
Jonathan Trissanoder

2 Public Comments

There were no public comments.

ACTION ITEMS

3 Consent Agenda

- a. Minutes of January 2025 Board of Directors Meeting
- b. Vouchers for February 2025
- c. CY 2025-2028 Transportation Improvement Program (TIP) Amendment-March
- d. Commute Trip (CTR) Plan Final - Draft
- e. Transportation Advisory Committee Member Appointment

Mayor Haley made a motion to approve the Consent Agenda. Mr. Ewers seconded the motion. The motion passed unanimously.

4 Calendar Year (CY) 2026 Unified List Development Process & Evaluation Process

Mr. Fletcher explained that the Unified List serves as a key tool for communicating regional transportation priorities to legislators for potential funding. Updated annually, it incorporates new projects while removing those that have secured funding. This year, an expedited process is being proposed due to the ongoing update of Horizon 2045 and the development of the regional transportation plan, which will significantly impact project evaluation criteria in the future. For now, the existing criteria will remain unchanged, and only agencies with new project submissions will need to complete forms. The timeline includes project submissions in April, review and draft preparation from May to June, Board review in July, final approval in September, and the state version released in November.

Mr. Ewers made a motion to approve the Calendar Year (CY) 2026 Unified List Development Process & Evaluation Process as presented. Ms. Haley seconded the motion. The motion passed unanimously.

INFORMATION AND DISCUSSION

5 SFY 2026-2027 Unified Planning Work Program (UPWP) Development

Ms. Lois Bollenback provided an overview of the Unified Planning Work Program noting that it represents the financial resources available to SRTC over a two-year period and the activities that will be undertaken by the organization. She explained that the UPWP acts as the scope of services for the funding agreement between SRTC and WSDOT and is comprised of required and optional planning activities. Required activities and Planning Emphasis Areas are directed by federal and state agencies. Ms. Bollenback noted that the federal direction is changing under the new administration and developing a forward leaning document is challenging.

Ms. Bollenback reviewed a sample of required and ongoing activity explaining the value in continuing previous work that the organization has begun or is expected to continue such as data collection and public outreach events. She then provided an overview of potential projects developed by SRTC staff



based upon feedback from members, budget availability, and recommendations from previous planning efforts. Discussion continued with board members indicating support for data collection and processing activities, for Regional ITS Architecture, truck parking and funding analyses. Ms. Bollenback reviewed the schedule for completing the draft UPWP document, including review by state and federal partners. She stated the final draft would be presented to the committees and board in April/May with adoption in May/June.

6 Horizon 2050 – Interactive Workshop

Mr. Lien stated that SRTC is actively working on the next long-range plan, Horizon 2050, and he reviewed the requirements for the update. He presented information on regional growth, noting an estimated population increase of around 120,000 by 2050. He showcased maps of housing and employment growth trends, highlighting concerns about a maintenance/preservation backlog, with costs expected to rise in the coming years. He reviewed the condition of regional bridges, noting that while many are in good condition, the number of those in fair and poor condition is increasing.

He discussed general expenditures by program area, presenting a percentage breakdown of spending categories. He also noted that the public is being asked in the Horizon 2050 survey how they would allocate transportation funds. Safety data indicated an upward trend in serious injuries and fatalities in Spokane County, particularly among non-motorists, who are more exposed to risk. Funding concerns were addressed, particularly regarding the decline in fuel tax revenue since before COVID-19. He highlighted the expected increase in zero-emission vehicle registrations over the next decade, raising concerns about the long-term viability of the fuel tax. Finally, he introduced an interactive questionnaire, allowing members to provide real-time responses. The Board response to the poll questions will be preserved in the meeting archive.

7 Congestion Management Process – Draft Report

Mr. Fletcher provided an overview of the Congestion Management Process (CMP), which is federally required for urban areas with populations over 200,000. He reviewed the draft CMP report, showcasing the regional objectives for congestion management and the CMP network, as well as the strategies and performance measures identified in the report. He explained how the CMP is integrated with other SRTC planning efforts, including the Metropolitan Transportation Plan (MTP), Transportation Improvement Program (TIP), and project evaluation.

Mr. Fletcher also discussed how staff had reviewed the CMP's roadway capacity justification report requirement. Based on a review of peer MPO practices, the draft CMP report proposes to replace this requirement with a roadway capacity justification checklist to ensure consistency across the CMP, MTP, and TIP. This simplifies the process for local jurisdictions while maintaining consistency between SRTC planning efforts.

The next steps in the process were also discussed, with no additional comments provided.

8 Vehicles Miles Travelled (VMT) Reduction Framework Update

Mr. Stewart provided an overview of the Vehicle Miles Traveled (VMT) process, explaining that the state legislature instructed WSDOT to investigate strategies for reducing greenhouse gas emissions. This effort



is part of a broader conversation aimed at identifying various benefits tied to greenhouse gas reductions, including potential health benefits. Staff is actively engaging with a working group to develop these strategies, with the next steps focusing on setting specific targets. The Board is expected to set the targets, with those anticipated to be identified later this year.

No additional comments were provided.

9 Open Discussion: Federal Direction - Update

Ms. Bollenback noted that federal direction had been released just prior to the board meeting last month and impacts were unclear at that time. At this point, she clarified that the process and funding for planning have remained unchanged. She explained there was an initial pause, but planning funds have been released and all reimbursements are being processed. The SS4A grant, aimed at increasing education and awareness, is currently on hold, in part because it's been transferred to NITSA and they are reviewing their oversight responsibilities. There is currently no timeline for when the funds will be made available. She also confirmed that SRTC staff have screened the TIP for projects that might be impacted by funding changes, but no projects have been identified for elimination. She added that SRTC will continue to monitor for any changes. Regarding programs, she explained that as an MPO, SRTC receives funding from federal sources and as an RTPPO we receive state funding. She explained that SRTC staff are making all efforts to develop the UPWP to remain compliant with directives from each funding agency. She emphasized that the work of SRTC remains data-driven, ensuring that even amidst changes, they have a clear understanding of the needs within the Spokane region, and that the projects they are supporting are moving forward as planned. She also encouraged anyone facing challenges to reach out for support.

10 Executive Director's Report

No comments or questions.

11 Transportation Technical Committee & Transportation Advisory Committee Meeting Summaries

No questions or comments.

12 Board Member Comments

No comments or questions.

13 Chair Comments

Chair Higgins recognized Ms. Jackson, Clerk of the Board, who announced that she would be stepping down and that this would be her last SRTC Board meeting. Board members expressed their thanks and appreciation to Ms. Jackson for her service. There were no further comments or questions.

There being no further business, the meeting was adjourned at 2:46 PM



Spokane Regional Transportation Council

BOARD MEETING 03/13/2025

CONSENT AGENDA

AGENDA ITEM 3a

Anadia Grier, Clerk of the Board