



Board of Directors Meeting Minutes

Thursday, September 11, 2025- 1:00 pm

These minutes have been amended to correct the jurisdiction of one individual, which was recorded incorrectly in the original version.

1 Call to Order/ Excused Absences

Council Member Higgins called the meeting to order at 1:00 pm, and attendance was taken.

Excused Absences:

Commissioner Mary Kuney <i>Spokane County</i>	Council Member Jennifer Morton <i>City of Airway Heights</i>	Council Member Micki Harnois <i>Small Towns Rep.</i>
Commissioner Kelly Fukai <i>WA State Transp. Commission</i>		

Mayor Kaminskis made a motion to approve excused absences. Mr. Ewers seconded the motion. The motion passed unanimously.

In attendance were:

Board Members:

Council Member Vincent Barthels
City of Cheney
Council Member Dianne Pfaeffle
City of Deer Park
Mayor Cris Kaminskis
(Vice Chair)
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
Council Member Kitty Klitzke
City of Spokane
Council Member Rod Higgins
City of Spokane Valley
Daniel Clark
Kalispel Tribe

Ex-Officio Members:

Barry Greene
*Spokane County
(TTC Chair)*

Absent Members:

Mayor Pam Haley
City of Spokane Valley

Board Members:

Doug Yost
Major Employer Rep.
Matt Ewers
Rail/Freight Rep.
Commissioner Al French
Spokane County
Karl Otterstrom
STA
Council Member
Cecilia Evans
Spokane Tribe
Char Kay
WSDOT-ER
Commissioner Kelly Fukai
*WA State Transp.
Commission*

Guests:

Kevin Picanco
City of Spokane
Chad Johnson
STA
Brian Jennings
STA
John Alder
Leann Yamamoto
Commute Smart NW
Kelley Dolan
FHWA
Paul Kropp

Staff:

Lois Bollenback
Executive Director
Eve McMenamy
Deputy Exec. Director
Greg Griffin
Admin Services Manager
Savannah Creasey
Comm. & PR Coor.
Anadia Grier
Admin-Executive Coor.
Jason Lien
Principal Transp. Planner
Ryan Stewart
Principal Transp. Planner
Michael Redlinger
Associate Transp. Planner 3
Ben Kloskey
Associate Transp. Planner 2
Angela Paparazzo
Associate Transp. Planner 1
Megan Clark
Legal Counsel



2 Public Comments

No public comments.

ACTION ITEMS

3 Consent Agenda

- a. July Board of Directors Meeting Minutes
- b. Vouchers Paid for the Month of July & August
- c. Transportation Improvement Program (TIP) Amendment – August
- d. Transportation Improvement Program (TIP) Amendment – September
- e. WA State Department of Retirement Services – Deferred Compensation Program
- f. Procurement Manual

Council Member Klitzke made a motion to approve the Consent Agenda. Mr. Otterstrom seconded the motion. The motion passed unanimously.

INFORMATION AND DISCUSSION

4 CY 2026 Budget and Indirect Cost Plan - Draft

Ms. McMenamy presented an overview of SRTC's calendar year 2026 budget, noting that development incorporates three key documents: the annual budget, the Indirect Cost Plan, and the Unified Planning Work Program (UPWP). The Administrative Committee reviewed the budget in detail during May and June, with the board receiving the summary in September and final approval scheduled for October.

She highlighted a 28% budget reduction, explaining that this is due to variability in grant funding rather than core revenues, which remain steady. Recently completed grant-funded efforts included the Vehicle Miles Traveled study and a Department of Commerce grant for electrification infrastructure (with Avista as the major partner). New grant-funded projects beginning in 2026 include a safety education campaign and the I-90 study.

The proposed budget includes a 3% cost-of-living adjustment and a 3% merit pool for staff performance-based increases. Revenue sources remain largely stable, with the Consolidated Planning Grant and STP Planning funds continuing at prior levels. Federal grants will support the safety campaign and I-90 study, while RTPPO funding holds at \$144,000. Local member contributions, contingency funds, and investment interest supplement revenues, for a total projected budget of \$2.6 million.

On the expenditure side, personnel costs show minimal change, with notable shifts in contractual professional services tied to grant activity. Materials and services increased slightly due to lease adjustments, while travel and training rose modestly to cover memberships and professional development. IT services remain steady.



During discussion, questions were raised about the I-90 study funding source, which was confirmed to come from federal funds previously awarded by the board. The Indirect Cost Plan was also reviewed, with the rate increasing from 51% to 52% to cover overhead costs such as staffing, lease, and office operations.

Board members and staff thanked Administrative Services Manager Greg Griffin for his efforts in renegotiating the lease to secure cost savings and for helping the agency secure healthcare plan options. Committee members expressed appreciation for staff efforts in developing a balanced budget and supported moving the proposal forward for board adoption in October.

5 Executive Director Evaluation Process

Council Member Higgins informed the board that the Administrative Committee will meet on Friday, September 26, to conduct the annual evaluation of the Executive Director. Board members were invited to submit comments to Greg Griffin or Megan Clark for consideration. Following the committee's review, a recommendation regarding performance and any salary adjustment will be brought to the full board in either October or November.

There were no questions or comments.

6 2026-2029 Transportation Improvement Program - Draft

Mr. Stewart presented the draft 2026-2029 TIP, explaining that the TIP is a federally required four-year program of projects that must include all regionally significant projects and any project receiving federal funds. It must demonstrate fiscal constraint, align with the long-range transportation plan (Horizon 2045, transitioning to Horizon 2050), and incorporate requirements such as congestion management, complete streets review, and performance management targets. SRTC updates the TIP annually to reflect new projects, changing funding environments, and recent project calls.

The draft TIP currently includes 73 projects with \$884 million programmed and \$928 million in anticipated revenues, meeting the fiscal constraint requirement. Most of the funding is allocated to the North Spokane Corridor, though the program also includes significant investments in active transportation, transit, preservation, and planning projects. A table in the presentation showed the distribution of funds by project type, including a comparison of program percentages with and without the North Spokane Corridor to illustrate overall balance.

Board members were shown an online interactive map where the public can review project details, including sponsor, description, and construction year. Public involvement is underway, with the comment period running September 2nd to October 2nd, and a hybrid public meeting scheduled for September 23 at SRTC and on Zoom.

Next steps include review by SRTC committees later this month, board consideration and approval in October, and submittal to WSDOT for inclusion in the Statewide Transportation Improvement Program. Federal approval is anticipated in time for the TIP to take effect in January 2026.



There were no questions of comments.

7 CY 2026 Unified List (State Version) – Draft

Deputy Executive Director Eve McMenamy presented on the Unified List, which identifies regional transportation priorities for communication with state legislators, congressional representatives, and community partners. The list includes both priority projects and supporting policy statements.

This year's update was streamlined due to concurrent planning efforts, with jurisdictions submitting updated project data in April. The project list was reviewed by committees and presented to the Board in July. The state-level list is under discussion, with final approval scheduled for October, after which staff will prepare the federal version.

Ms. McMenamy reviewed several draft policy statements. Safety was emphasized as the highest priority, with regional fatalities and serious injuries increasing by 74 percent since 2019. SRTC's 2024 Regional Safety Action Plan identified high-injury corridors on Sprague Avenue, North Market and Haven Street, and North Nevada Street, and developed conceptual projects to position jurisdictions for grant funding. The draft statements reinforce the region's commitment to Target Zero, call for increased state funding, and highlight collaboration with WSDOT's new transportation safety officer. The discussion also addressed potential legislation to lower the legal blood alcohol concentration limit from .08 to .05, noting evidence from Utah and international practice that lower thresholds reduce fatalities. The Board also briefly discussed the difficulty of measuring marijuana impairment.

Additional policy topics included the importance of stable and predictable funding for maintenance and preservation, increasing base funding for RTPs to \$200,000 annually, applying state tax revenues to state facilities within tax increment financing project areas, affordable housing connections, alternative fuels, strategies to address declining gas tax revenues, support for Fairchild Air Force Base, and maintaining state legislative investments such as the North Spokane Corridor.

Ms. McMenamy then reviewed the draft project list, totaling approximately \$950 million with \$285 million in state funding requests. Projects are organized into three phases. Implementation projects are fully funded or near construction, such as U.S. Highway 2 multimodal improvements. Development projects remain in right-of-way or design, unchanged from last year. Initiation projects are conceptual or in early stages, including five projects this year, with Spokane Transit Authority's Clean Energy Campus added as a new project.

The Board will be asked to approve the state-level Unified List in October. Staff will then prepare the federal version and refine funding requests accordingly. McMenamy noted that the list is actively used by legislative offices, citing a recent tour of several included projects with Senator Murray's staff.

8 Horizon 2050 – Update

Mr. Lien provided an update on the Horizon 2050 Metropolitan Transportation Plan, which updates the current Horizon 2045 plan and establishes a long-term vision for the region's transportation



system through 2050. The plan is developed through a coordinated planning process involving public input and stakeholder engagement, and it serves as a framework for investment decisions. Projects included in Horizon 2050 are fiscally constrained to forecasted regional revenues over the next 25 years, ensuring that the plan reflects realistic funding availability.

Key themes of Horizon 2050, which largely carry over from Horizon 2045, include maintenance and preservation, safety and security, opportunities to leverage technology for operational efficiencies, and the development of a well-connected multimodal system. Preservation is a significant focus, with approximately \$4.2 billion of the \$15.6 billion projected revenue over 25 years allocated to preservation of the existing system. The plan also emphasizes cost-effective transportation solutions, practical investments in technology or operational improvements, multimodal options, and regional leadership to coordinate planning and address system-wide challenges.

The draft plan is scheduled for release in October, slightly later than originally anticipated, with a target for board adoption in December. The full draft will be presented to the TTC and TAC and shared with the Board for review in advance of the October 9th meeting. Following Board approval to release the draft, a 30-day public comment period will take place, including an open house to allow the public to review the plan and provide feedback. Horizon 2050 will also be the focus topic at the Transportation Summit on October 7th, providing an additional opportunity to showcase the plan and engage stakeholders.

9 Transportation Advisory Committee (TAC) Considerations

Mr. Kloskey provided an update on the Transportation Advisory Committee (TAC), of which he is the newly appointed staff liaison. The TAC is a citizen advisory committee established under SRTC's interlocal agreement and composed of members with diverse backgrounds, including consultants, ADA experts, and law enforcement. It meets monthly to discuss SRTC projects and other transportation-related topics, providing a community perspective and making recommendations to the Board.

Feedback was sought from current TAC members, whose terms are expiring at the end of 2025, to guide recruitment and potential committee adjustments for the 2026-2027 term. Discussions highlighted the need for greater interaction among members to foster collaboration and more effective discussion. Efforts to expand outreach will include college students, community groups, and other regional commissions.

The Board also discussed the proposal to add two alternate positions to help maintain quorum and ensure consistent participation. Alternates would be able to engage in discussions at every meeting and assume voting roles when a permanent member is absent. Members noted that alternates have been effective in similar local committees and would help prevent quorum issues without increasing the formal quorum requirement.

The Board provided additional suggestions regarding outreach, including potential engagement with high school students and encouraging public testimony at the TAC level to increase



participation and engagement. Mr. Kloskey confirmed that recruitment for new members will occur in October and November, with terms beginning in January 2026. He also noted the recent resignation of Bill White, who had been a dedicated TAC member, and expressed appreciation for his service.

10 Executive Director's Monthly Report

Ms. Bollenback highlighted recent funding awards across the region and drew attention to her submitted response to the federal Surface Transportation Act reauthorization, which addressed transportation safety, accelerating project delivery, updating the federal formula, and strengthening partnerships. She encouraged board members to review the response and provide feedback.

She noted efforts to create a statewide forum for discussing reauthorization priorities with transit agencies, MPOs, and other stakeholders. Ms. Bollenback also provided an update on the Regional Transportation Summit, with nearly 200 attendees registered, and invited board members to promote the event and reserve tables.

Finally, she highlighted a significant milestone: the region has reached the end of its Air Quality Maintenance period, signaling that air quality has improved to meet federal standards. Staff plans to celebrate the achievement while continuing efforts to maintain clean air, including recognizing transit's contribution.

Board members asked about resharing the federal docket letter and the North-South Freeway construction schedule. Ms. Kay explained that Stage 3 near Sprague Avenue is delayed due to a labor strike, Stage 2 near Trent Avenue is still under design with advertisement planned for fall-winter, and pedestrian access will be provided in the Sprague area.

11 Transportation Technical Committee & Transportation Advisory Committee Meeting Summaries

No questions or comments.

12 Board Member Comments

Board members took a few moments to share updates from their respective agencies, including recent developments, ongoing projects, and upcoming initiatives.

13 Chair Comments

Council Member Higgins thanked everyone for their time, and the meeting was adjourned at 2:12 p.m.

Anadia Grier, Clerk of the Board