



Board of Directors Meeting Minutes

Thursday, October 9, 2025- 1:00 pm

1 Call to Order/ Excused Absences

Council Member Higgins called the meeting to order at 1:00 pm, and attendance was taken. He noted that Mayor Pam Haley had missed the past few meetings and suggested updating the records to reflect her absences as excused.

Excused Absences:

Mayor Cris Kaminskas
City of Liberty Lake

Matt Ewers
Rail/Freight Rep.

Council Member Micki Harnois
Small Towns Rep.

Commissioner Kelly Fukai
*WA State Transp.
Commission*

Council Member Barthels made a motion to approve excused absences, including updating the records to reflect Mayor Pam Haley's absences from the past few meetings. Mr. Otterstrom 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 Kaminskas
(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
Mayor Pam Haley
City of Spokane Valley
Council Member Rod Higgins
City of Spokane Valley

Ex-Officio Members:

Barry Greene
*Spokane County
(TTC Chair)*

Guests:

LeAnn Yamamoto
Commute Smart NW
Kevin Picanco
City of Spokane

Board Members:

Daniel Clark
Kalispel Tribe
Doug Yost
Major Employer Rep.
Karl Otterstrom
STA
Council Member
Cecilia Evans
Spokane Tribe
Char Kay
WSDOT-ER

Absent Members:

Council Member Jennifer
Morton
City of Cheney
Mayor Kevin Freeman
City of Millwood
Commissioner Al French
Spokane County

Guests:

Brian Jennings
STA
Shauna Harshman
WSDOT-ER
Anna Ragazza-Bourassa
WSDOT-ER
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.
David Fletcher
Principal Transp. Planner
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. September Board Meeting Minutes
- b. Vouchers Paid for the Month of September
- c. Transportation Improvement Program (TIP) Amendment – October
- d. CY 2025 Q3 Budget Update

Council Member Barthels made a motion to approve the Consent Agenda as presented. Mayor Haley seconded the motion. The motion passed unanimously.

4 CY 2026 Budget and Indirect Cost Plan - Approval

SRTC Deputy Executive Director, Eve McMenemy, presented the draft calendar year 2026 budget and indirect cost plan and requested board approval. She explained that the budget is developed in conjunction with the Unified Planning Work Program (UPWP) and the indirect cost plan. The process begins with review by the Administrative Committee and was previously presented to the full board for initial feedback.

Ms. McMenemy noted that the overall budget shows a 28 percent reduction, primarily due to the completion of large grants and consultant projects, including the Commerce Electrification Grant and the Vehicle Miles Traveled (VMT) Grant. Excluding these grants, the budget remains largely flat, with only a half-percent increase. Smaller new grants planned for 2026 include the Safety Education Campaign and the I-90 study. The proposed budget also includes a three percent cost-of-living adjustment and a three percent merit pool tied to staff performance evaluations. Combined federal, state, and local funding streams remain steady, with fluctuations driven by the timing of federal grants. Total expenditures are budgeted at \$2.633 million, with most categories remaining flat and modest increases in rent, travel and training, IT services, and a contingency reserve of \$25,000.

Ms. McMenemy explained that the indirect cost plan recovers eligible overhead expenses in accordance with federal guidelines, resulting in a slight increase in the indirect cost rate to 52 percent. She concluded by requesting board action on the 2026 budget and indirect cost plan and invited questions from the board.

There were no questions or comments.

Mr. Otterstrom made a motion to approve the CY 2026 Budget and Indirect Cost Plan as presented. Council Member Barthels seconded the motion. The motion passed unanimously.



5 Executive Director Performance Review and Salary Adjustment – Approval

EXECUTIVE SESSION for the purpose of discussion of the performance of a public employee under [RCW 42.30.110(1)(g)]

The Chair called the Board into executive session at 1:15 p.m., as announced by legal counsel Megan Clark, for approximately five minutes. The Chair reconvened the regular meeting at 1:20 p.m. following the conclusion of the executive session.

Once the meeting resumed, Council Member Higgins stated that the Executive Director's performance is exemplary and reported that the Board reviewed and approved the Committee's recommendation of a 3% cost-of-living increase and a 2% merit increase during the closed session. (R-25-23)

Mr. Otterstrom made a motion to approve Resolution R-25-23, recognizing the Executive Director's performance as exemplary, with a 3% cost-of-living increase and a 2% merit increase. Mayor Haley seconded the motion. The motion passed unanimously.

6 2026-2029 Transportation Improvement Program (TIP) – Approval

Mr. Stewart presented an overview of the 2026-2029 Transportation Improvement Program (TIP) and explained that the requested action is to approve Resolution R-25-24 adopting the program. He explained that the TIP outlines all regionally significant and federally funded transportation projects planned over the next four years and must demonstrate fiscal constraint by showing sufficient revenue to cover project costs. Although federal requirements call for a new TIP every four years, SRTC develops and adopts it annually.

The 2026-2029 TIP includes 73 projects and programs, 12 of which are new, with approximately \$884 million programmed and \$928 million in anticipated revenue, ensuring fiscal balance. Mr. Stewart reviewed the distribution of projects by type and noted that removing the NSC project shifts the funding mix but still reflects a broad range of investments. The public comment period closed on October 2, following an in-person and virtual public meeting on September 23. Two comments were received: one corrected a mapping error, and another expressed support for the City of Spokane's Pacific Avenue Greenway project.

Mr. Stewart stated that upon board approval, the TIP will be submitted to WSDOT for inclusion in the Statewide Transportation Improvement Program, then reviewed by Federal Highways and Federal Transit. If approved, it will take effect in January 2026.

Mr. Otterstrom commended staff for their work on the TIP and expressed appreciation for the opportunity to participate in the public open house. Mr. Stewart thanked agency staff, including representatives from the county, STA, the cities, and WSDOT, for contributing valuable information to the public engagement process.

Council Member Klitzke made a motion to approve Resolution R-25-24 approving the 2026-2029 Transportation Improvement Program as presented. Ms. Kay seconded the motion.



The motion passed unanimously.

7 Transportation Advisory Committee (TAC) Bylaws Amendment – Approval

Mr. Kloskey presented the proposed amendment to the Transportation Advisory Committee (TAC) bylaws and explained that the requested action is to approve Resolution R-25-25 adopting the amended bylaws. He noted that the amendment was unanimously supported by the TAC at its most recent meeting, and a redlined version of the bylaws was included in the board packet.

Mr. Kloskey summarized the key changes, which include the addition of two alternate positions, increasing the total committee membership to sixteen, with fourteen permanent members and two alternates. The officers section was updated to clarify that the vice chair may serve as the ex officio representative at Board of Directors meetings if the chair is unable to attend. Attendance provisions were revised to allow the chair to appoint an alternate when a member is absent. The vacancy process now specifies that alternates will fill openings before other options are considered. Quorum language was clarified to state that only voting members are counted toward the quorum.

He explained that these updates are intended to address attendance challenges and broaden committee representation to include a wider range of professions, disciplines, and community groups. Applications for the new positions will open on October 13 and close on November 28, with selections to be made before the end of the year. The full roster will be presented to the Board in January, at which time the TAC officer election will also be confirmed.

There were no questions or comments.

Mr. Otterstrom made a motion to approve Resolution R-25-25 approving the TAC Bylaws Amendment as presented. Mayor Haley seconded the motion. The motion passed unanimously.

8 CY 2026 Unified List (State Version) – Approval

Ms. McMenemy presented the 2026 Unified List (State Version), noting that it serves as the board's tool to communicate regional priorities to state legislators. She explained that the list is updated annually through a consistent process, which includes reviewing new projects, potential legislative statements, and collaboration with public and private partners. Ms. McMenemy highlighted that the legislative outlook remains challenging due to state budget constraints, limiting the likelihood of a large transportation package, though policy adjustments may still be possible.

Safety was emphasized as the board's top priority, reflecting a 74 percent increase in fatal and serious injuries in Spokane County since 2019. Key initiatives include directing funding toward Target Zero projects aimed at eliminating fatalities and serious injuries by 2030, collaborating with partner DOTs, implementing the Regional Safety Action Plan, and coordinating with the Washington Traffic Safety Commission. New language in the document addressed the proposed reduction of the legal blood alcohol concentration limit from 0.08 to 0.05, which had been discussed at previous board meetings and the Safety Summit, and will be reintroduced in the upcoming 2026



state legislature session. Additional safety considerations include the high-injury network and projects targeting corridors with high numbers of vulnerable users.

Ms. McMenamy also reviewed other priorities, including maintenance and preservation, stable RTPO funding, revisions to tax increment financing to allow state participation, support for affordable housing, alternative fuel technologies, transportation enhancements around Fairchild Air Force Base, and maintaining state-committed investments. She noted that the list includes 26 projects totaling \$922 million, with \$285 million requested from the state. Notable additions this year include the US-2 Corridor Design Project – Airway Heights and STA’s Clean Energy Campus, Phase 1 project.

Mr. Otterstrom requested that the STA Fleet Electrification project be removed from the list, as funding for that project has already been secured. Ms. Kay thanked SRTC staff for their work in developing the plan and noted her abstention from voting to avoid preempting statewide legislative action.

Mr. Otterstrom moved to approve Resolution R-25-26, approving the 2026 Unified List (State Version) with the removal of the STA Fleet Electrification project. Mayor Haley seconded the motion. The motion passed unanimously.

INFORMATION AND DISCUSSION

9 CY 2026 Unified List (Federal Version) – Draft

Ms. McMenamy provided an overview of the federal version of the 2026 Unified List, noting that the focus differs slightly from the state version due to federal legislative priorities. She highlighted the upcoming reauthorization of the federal transportation bill, which is critical to the structural and financial operations of SRTC and other local jurisdictions. While the previous IIJA/BIL legislation represented historic investments, preliminary indications suggest the next bill may provide lower funding levels, and rising labor and material costs could further constrain available resources. The timeline for passage is uncertain, with the potential for action before the midterm elections, though typically short-term resolutions extend funding through any gaps.

Ms. McMenamy emphasized that safety remains a top priority, particularly given the rising trend in serious injuries. She noted that federal leadership, including Secretary of Transportation Sean Duffy, has identified safety as a primary concern. Maintenance and preservation funding was also highlighted as critical to addressing the nationwide \$1 trillion backlog and ensuring safe, well-maintained infrastructure. Other key federal statements include modernizing funding formulas to reflect updated population data, expanding direct recipient status for MPOs to streamline funding and enhance accountability, shifting some discretionary funding to formula programs for greater geographic equity, and continuing investments in public transportation, including the Capital Investment Grant Program that supported the City Line and other Bus Rapid Transit (BRT) projects.

Mr. Otterstrom added that public transportation funding supports rural and tribal communities in



addition to urban areas and emphasized STA's unique role as the only public transportation benefit authority in Spokane County, providing essential connections to surrounding cities and tribal areas.

Ms. McMenamy concluded by reviewing other federal statements, including support for affordable housing, alternative fuels, and transportation investments that support Fairchild Air Force Base. She noted that the federal project list mirrors the state list, with adjustments for funding requests based on agency projections, resulting in 25 projects with approximately \$380 million in federal funding requests. She indicated that the list will return to the board in November for final approval.

10 Horizon 2050 Draft for Public Release

Mr. Lien presented an update on Horizon 2050, the Metropolitan Transportation Plan, noting that the draft is ready for public review and comment. He provided context on the development process, highlighting prior work completed by SRTC and partner agencies that has informed the plan. The major themes of Horizon 2050 include maintenance and preservation of the existing system, safety, investments in technology to optimize system performance, and ensuring an efficient, multimodal transportation network.

The draft document includes four primary chapters: Chapters 1 and 2 focus on current conditions and the role of SRTC, Chapter 3 addresses future conditions, and Chapter 4 details plans, programs, projects, funding forecasts, and fiscal constraint across the plan's four primary categories: maintenance & operations, preservation, regionally significant projects, and transportation program areas. Mr. Lien emphasized that the draft is fiscally constrained and reflects anticipated regional revenues through 2050.

The requested action was for board consensus to release the draft for public review. Staff intend to formally post the document and conduct a 30-day public comment period, including an open house on October 21, with comments accepted through November 10. Feedback received will be reported back to the board and committees, and refinements made as needed before committee recommendations in November and final board action in December.

Board members confirmed that the draft is already available as a "working draft" on SRTC's website for review, though it has not yet been broadly advertised. Mr. Lien acknowledged the contributions of SRTC staff and partner agencies in preparing the draft. Council Member Higgins and Ms. Kay commended the presentation and work, with Ms. Kay asking about the interface between the regional travel demand model and the Metropolitan Transportation Plan. Mr. Lien explained that the model assesses baseline conditions and simulates the completion of regionally significant projects identified in Horizon 2050, providing insights into system performance and outcomes.

11 County Coordinated Public Transit – Human Services Transportation Plan (CPT-HSTP) – Update

Mr. Kloskey provided an overview of the 2026 update to the Coordinated Public Transit Human Services Transportation Plan (CPT-HSTP), noting that the plan operates on a four-year cycle, with the previous



plan adopted in 2022. He explained that the plan is essential for providing local agencies and SRTC access to state and federal funding programs, including FTA Section 5310 and the WSDOT Consolidated Grant Program.

The purpose of the plan is to enhance transportation access for residents with alternative mobility needs, including the elderly and people with disabilities, by identifying service gaps, minimizing service duplication, implementing cost-effective solutions, increasing funding opportunities for local partners, and improving public awareness of available services. Mr. Kloskey emphasized the importance of ground-level outreach, including interviews, public events, and coordination with agencies such as Special Mobility Services, to gather information on service availability and gaps in the region.

He outlined the timeline for the plan's update, indicating that work would begin at the end of the current year, continue through summer 2025 with public outreach, and conclude with adoption of the plan targeted for early fall 2026. Mr. Kloskey noted that staff would provide ongoing updates as the plan develops throughout the year.

12 Executive Director's Monthly Report

Ms. Bollenback expressed her gratitude to the Board for their evaluation and to SRTC staff, advisory committees, and community partners for their ongoing support. She also highlighted the recent summit, noting that nearly 250 participants registered and that the event successfully engaged the community while promoting the Metropolitan Transportation Plan and SRTC's collaborative role in regional transportation.

13 Transportation Technical Committee & Transportation Advisory Committee Meeting Summaries

No questions or comments.

14 Board Member Comments

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

15 Chair Comments

Council Member Higgins thanked everyone for their time, and the meeting was adjourned at 2:05 p.m.

Anadia Grier, Clerk of the Board