



Spokane Regional Transportation Council

Board of Directors Meeting

Thursday, 02/12/2026 at 1:00 PM

Hybrid In-Person/Virtual Meeting

- **In Person: 421 W Riverside Ave, Suite 504, Spokane, WA 99201**
- **Online via Zoom:**

<https://us02web.zoom.us/j/82990423233?pwd=umAtOb7zXGZhQgRIqtByx14vkGOIBU.1>

Meeting ID: 829 9042 3233 | Passcode: 100681

By Phone: +125 320 50468

Meeting ID: 829 9042 3233 | Passcode: 100681

Or find your local number: <https://us02web.zoom.us/j/kcau3PfqF0>

SRTC welcomes public comments at Board meetings.

The deadline for submitting written comments is 10:00 am on the day of the meeting and can be submitted:

- By email: contact.srtc@srtc.org
- By mail: 421 W Riverside Ave Suite 500, Spokane, WA 99201
- By phone: 509.343.6370

Verbal comments may also be provided during the comment period at the beginning of the meeting.

SRTC is committed to nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964, Civil Rights Restoration Act of 1987 (P.O. 100.259) and the Americans with Disabilities Act. Reasonable accommodations can be requested by contacting the SRTC office by telephone at 509-343-6370 or by email at contact.srtc@srtc.org at least 48 hours in advance.



Time	Item #		Page #
1:00	1	Call to Order/Record of Attendance/Excused Absences	

1:10	2	Public Comments	
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FOR ACTION

1:15	3	Consent Agenda	
		a. January Board Meeting Minutes	3
		b. CY 2026-2029 Transportation Improvement Program Amendment - February 2026	13
		c. CY 2025 Quarterly Budget Update	17
		d. Vouchers Paid for the Month of January	20
		e. Resolution R-26-06 Regarding a Public Records Index	21
1:20	4	Appointments to the Administrative Committee for CY 2026	23
1:25	5	FFY 2027-2032 National Highway Freight Program (NHFP) Regional Priority Freight Projects List – Final <i>(David Fletcher)</i>	28

INFORMATION AND DISCUSSION ITEMS

1:35	6	Guest Presentation: Managing I-90 Corridor Transportation Operations <i>(Glenn Wagemann, WSDOT)</i> <u>No Memo</u>	N/A
1:55	7	MPO-RTPO Overview and Upcoming Activities in CY 2026 <i>(Lois Bollenback)</i>	31
2:05	8	Public Participation Plan (PPP) Update - Overview <i>(Savannah Creasey)</i>	32

INFORMATION: No Action or Discussion (Written reports)

2:15	9	Executive Director's Monthly Report <i>(Lois Bollenback)</i>	33
		• Transportation Advisory Committee (TAC) Vacancy	
		• Ongoing/Upcoming Events and Activities	
		• Transportation Funding – Awards & Opportunities	
		• Appreciation for Long-Term Support on Argonne Road Project	
	10	Transportation Technical Committee & Transportation Advisory Committee Meeting Summaries	35

DISCUSSION

2:20	11	Board Member Comments <i>(Chair)</i>	
2:25	12	Chair Comments	
2:30	13	Adjournment <i>(Chair)</i>	



Board of Directors Meeting Minutes

Thursday, January 8, 2026- 1:00 pm

1 Call to Order/ Excused Absences

Mayor Cris Kaminskis called the meeting to order at 1:00 pm, and attendance was taken.

Excused Absences:

Commissioner Al French
Spokane County

Daniel Clark
Kalispel Tribe

Council Member Kennedy 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
City of Liberty Lake
Council Member Don Kennedy
City of Medical Lake
Council Member Kitty Klitzke
City of Spokane
Council Member Pam Haley
City of Spokane Valley
Doug Yost
Major Employer Rep.
Council Member
Micki Harnois
Small Towns Rep.
Commissioner Josh Kerns
Spokane County
Karl Otterstrom (CEO)
STA
Tom Brasch
WSDOT-ER
Commissioner Kelly Fukai
WA Transp. Commission

Absent Members:

Council Member Jennifer
Morton
City of Airway Heights
Council Member Cecilia
Evans
Spokane Tribe

Ex-Officio Members:

Mike Ankney
Inland NW AGC
(TAC Chair)
Jeremy Clark
City of Spokane Valley
(TTC Vice Chair)

Guests:

Wende Wilber
Kittleson & Assoc.
Council Member Kate Telis
City of Spokane
Kelley Dolan
FHWA
Kevin Picanco
City of Spokane
Ben Wick
City of Spokane Valley
Jami Hayes
Spokane County
Maria Cullooyah
Spokane Tribe
Chad Johnson
STA
Erik Lowe

Guests:

Spencer Montgomery
J-U-B Engineers
Derrick Braaten
J-U-B Engineers
Paul Kropp
John Griffin
Spokane County

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
Transp. Planning Manager
Ryan Stewart
Principal Transp. Planner
David Fletcher
Principal Transp. Planner
Michael Redlinger
Associate Transp. Planner 3
Ben Kloskey
Associate Transp. Planner 2
Angela Paparazzo
Associate Transp. Planner 2
Patrick Keefe
Legal Counsel



2 Public Comments

Mr. Erik Lowe commented on two recent pedestrian fatalities in Spokane County, including one on Hastings Road near Mead High School and another on U.S. Highway 2 in Airway Heights. He stated that roadway conditions and delayed pedestrian safety improvements have contributed to ongoing safety risks, noting that Highway 2 has seen multiple pedestrian fatalities in recent years.

Mr. Lowe urged the Board to prioritize safety over roadway expansion, expressing concern that planned capacity projects promote sprawl and conflict with the Growth Management Act. He encouraged stronger action on TIP decisions, the VMT Reduction Framework, and safety targets, and called for more investment in safe streets, transit, and maintenance of existing infrastructure.

ACTION ITEMS

3 Election of 2026 Board Officers

SRTC Vice-Chair, Mayor Kaminskas opened the floor for the election of the 2026 Board officers and noted that, per the officer rotation, the Chair position would be filled by a representative from the towns and cities, and the Vice Chair position would be filled by a representative from the City of Spokane.

Ms. Bollenback noted that nominations are typically taken for Vice Chair; however, there was only one eligible candidate for the position. Mayor Kaminskas confirmed the Board was comfortable proceeding with a single motion to elect the Board officers.

Council Member Haley made a motion to elect Mayor Kaminskas as Chair and Council Member Klitzke as Vice Chair of the 2026 SRTC Board of Directors. Council Member Barthels seconded the motion. The motion passed unanimously.

4 Consent Agenda

Chair Kaminskas reviewed items comprising the Consent Agenda including:

- a. December Board Meeting Minutes
- b. Transportation Improvement Program (TIP) Amendment – January
- c. Appointment of CY 2026 Transportation Technical Committee (TTC) and Transportation Advisory Committee (TAC) Officers
- d. Annual Confirmation of Appointments to the SRTC Board
- e. Vouchers Paid for the Month of December

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

5 Transportation Improvement Program (TIP) Guidebook – Approval

Mr. Stewart introduced Agenda Item 5 and requested Board approval of Resolution R-26-02 to adopt the 2026 TIP Guidebook. He explained that the Transportation Improvement Program (TIP) is a required regional document updated annually and includes all projects that receive federal



funding or are considered regionally significant. He noted that if a project is not listed in the TIP, it is ineligible to begin spending funds or to receive reimbursement.

Mr. Stewart stated that the TIP Guidebook outlines the goals, procedures, and programming policies used to develop the TIP and manage amendments throughout the year. He added that the guidebook includes key timelines and deadlines, including schedules for TIP development, TIP amendments, and administrative modifications.

Mr. Stewart highlighted several updates in the 2026 TIP Guidebook. These updates included removing air quality transportation conformity requirements, updating the project selection section to reflect the 2025 call for projects, and documenting the schedule for developing the next TIP covering years 2027–2030. He also noted that the congestion management process section was updated to reflect revisions previously approved by the Board in 2025. He stated that the guidebook updates align with Horizon 2050, the region’s long-range transportation plan adopted last month.

Mr. Stewart then described a recommended update to the TIP extension policy, which was unanimously supported by both committees and the TIP Working Group. He stated that the current policy allows a one-time automatic two-year extension when a project phase is delayed. He noted that this can create challenges in meeting the region’s annual federal obligation target, typically about \$12–\$13 million, and that delays—particularly on larger projects—can be difficult to offset within the same year. He added that if the region fails to meet its obligation target for two consecutive years, some funding could be at risk, and late extension requests limit SRTC’s ability to adjust programming to remain on schedule. He emphasized that the proposed change is intended to strengthen delivery performance rather than penalize project sponsors.

Mr. Stewart noted that improved delivery performance also increases the region’s ability to receive redistributed federal obligation authority. He stated that SRTC has historically received redistributed funding, and that it received approximately \$1.2 million in the past year.

Mr. Stewart reviewed the policies related to extensions and obligation schedules, including the conditions under which projects may receive additional time or be removed from the TIP. He noted that planning projects and preliminary engineering phases are not eligible for an administrative grace period and must be reviewed by the SRTC Policy Board if obligation dates cannot be met.

Mr. Stewart stated that the proposed revision would change the extension period for right-of-way and construction phases to a one-time, one-year extension and require extension requests to be submitted by March 1. He noted that this earlier deadline would provide time to adjust the program if delays occur. He also stated that strengthened coordination with member agencies on project readiness will be important to ensure projects remain on track and to protect funding opportunities.

There were no questions or comments.



Council Member Barthels made a motion to approve the TIP Guidebook as presented. Council Member Klitzke seconded the motion. The motion passed unanimously.

6 Vehicle Miles Traveled (VMT) Reduction Framework and Comprehensive Plan Certification Process Update – Approval

Mr. Stewart introduced the Agenda Item and introduced Ms. Wende Wilber of Kittleson & Associates, who provided an overview of the project work and noted that the Board and committees had received prior briefings, with additional background provided for new members. She described the outreach and coordination efforts that supported the updates, including a working group process, multiple presentations to technical committees, and collaboration with key partners, including WSDOT, the Department of Commerce, STA, and local jurisdictions. Ms. Wilber explained that the effort began as two separate work products—VMT reduction and comprehensive plan certification, but the topics became closely connected due to updated state requirements related to greenhouse gas emissions, per capita vehicle miles traveled, and comprehensive planning.

Ms. Wilber summarized the current state direction on VMT, noting that Growth Management Act requires jurisdictions to include strategies in comprehensive plans to reduce greenhouse gas emissions and per capita VMT. She also referenced recent legislation directing WSDOT to develop a process for establishing VMT reduction targets and clarified that jurisdictions are not currently required to adopt per-capita VMT reduction targets at the regional or local level. She stated that SRTC will continue to monitor and refine VMT estimation, establish a baseline, and track progress through the regional transportation model while awaiting further guidance from WSDOT. Ms. Wilber then described the update to the comprehensive plan certification manual, noting that it had not been revised in approximately ten years. She explained that SRTC's role is to certify that local transportation elements comply with the Regional Transportation Plan and Growth Management Act requirements and emphasized that the manual is intended as an internal tool to support an efficient, consistent review process rather than to impose new requirements on local jurisdictions. She noted that the update includes new questions reflecting recent Growth Management Act changes, including climate and resiliency considerations, a greater emphasis on ADA transition planning, improved identification of multimodal needs, multimodal level-of-service standards, and an inventory of active transportation facilities.

Ms. Wilber explained that the update also addresses recent State Environmental Policy Act provisions in Senate Bill 5412 on exemptions for infill and housing development within urban growth areas. She stated that the updated checklist includes new questions to confirm that, when a jurisdiction seeks to use the exemption, its comprehensive plan's environmental analysis addresses the proposed density and intensity of land use and evaluates multimodal transportation impacts, including impacts on neighboring jurisdictions, transit, and the state transportation system. She also noted that the checklist requires documentation of consultation with WSDOT regarding impacts on state-owned transportation facilities and any necessary mitigation. During discussion, Mr. Otterstrom asked whether the additional responsibilities assigned to RTPOs under this legislation were accompanied by increased funding. Ms. Bollenback noted that funding was provided to assess the VMT-reduction component, but the ongoing RTPO set-aside funding was



not expanded to support additional work. Mr. Barthels requested clarification on how the comprehensive plan's environmental review relates to future development review. Ms. Wilber explained that the environmental analysis occurs at the comprehensive planning level, while local jurisdictions will continue to conduct project-level reviews through their permitting processes. However, the SEPA checklist need not be repeated if the exemption applies. Mr. Otterstrom also asked whether the Board would be involved in approving the certification checklist items, including situations where there may be disagreement regarding mitigation expectations. Mr. Stewart confirmed that certification items come before the Board and noted that, although such disagreements have not occurred in the past, the Board would ultimately decide whether to accept the certification. He emphasized that the intent is to work collaboratively with jurisdictions during the review period and identify issues early, rather than apply the checklist in a restrictive manner.

Council Member Klitzke made a motion to approve the VMT Reduction Framework and Comprehensive Plan Certification Process Update as presented. Council Member Haley seconded the motion. The motion passed unanimously.

7 Transportation Advisory Committee (TAC) Members – Approval

Mr. Kloskey presented the Agenda Item and requested Board approval of the 2026–2027 Transportation Advisory Committee (TAC) roster. He described the TAC as a citizen-based committee comprising individuals from diverse community backgrounds and professional fields that provides a broad perspective and advice on transportation-related matters. He noted that TAC members also support SRTC staff through stakeholder working groups and provide input based on their areas of expertise and interest. Mr. Kloskey stated that the proposed roster concludes the outreach and recruitment process for the 2026–2027 cycle. He noted that one selected alternate member, declined after the meeting packet was distributed, leaving that alternate position vacant for now.

Mr. Kloskey explained that applications were not scored; instead, they were evaluated using a matrix of factors, including geographic diversity, community representation, professional experience, participation in other relevant groups, and overlapping with current members, to ensure a broad range of perspectives. He noted that most current TAC members expressed interest in continuing for another two-year term, with ten members returning. He also noted that the roster includes two alternate positions, bringing the total membership to sixteen.

During discussion, Mayor Kaminskas asked whether SRTC typically receives a high volume of applicants when filling TAC positions. Mr. Kloskey stated that the number varies by cycle, but this year the number of applicants was close to what was needed, with only 1 or 2 additional applicants beyond the available positions. Mayor Kaminskas also asked about the process for filling the vacant alternate position. Mr. Kloskey stated that staff would return to the applicant waiting or contingency list for ongoing recruitment and selection.

Council Member Klitzke made a motion to approve the TAC Members as presented. Council Member Haley seconded the motion. The motion passed unanimously.

8 Transportation Performance Management (TPM): PM1 – Safety Targets

Mr. Kloskey presented Agenda Item 8 and requested Board action to adopt Resolution R-26-04 establishing the 2026 PM1 Transportation Performance Management (TPM) safety targets. He provided



background that TPM was established under MAP-21 and the FAST Act to support a data-driven, performance-based approach to planning and programming transportation investments, with a focus on improving accountability and aligning resources with measurable targets. He noted that the item specifically addressed the safety aspect of TPM and that the recommended action was unanimously supported by both committees.

Mr. Kloskey reviewed the two options for setting the annual PM1 target. The first option, and staff's recommendation, was for SRTC to continue its longstanding practice of planning and programming projects in support of WSDOT's Highway Safety Improvement Program (HSIP) targets, which align with the state's Target Zero policy. The second option would be for SRTC to adopt separate, region-specific quantitative safety targets, which would require additional documentation, reporting, and annual tracking to demonstrate consistency with federally required performance measures. Mr. Kloskey explained that WSDOT's PM1 targets are based on five-year rolling averages that decline toward zero by 2030, rather than fixed annual targets, and noted that the state may need to reassess its approach if Target Zero is not achieved by 2030. He emphasized that SRTC is not adopting Spokane County's independent targets through this action but is agreeing to plan and program projects that support the statewide targets. He also clarified that the PM1 target-setting process is separate from the Regional Safety Action Plan, although both efforts share the objective of reducing traffic-related deaths and serious injuries as quickly as possible.

Mr. Kloskey reviewed the five federally required PM1 safety measures: total fatalities, fatality rate per 100 million vehicle miles traveled, total serious injuries, serious injury rate per 100 million vehicle miles traveled, and non-motorist fatalities and serious injuries. He summarized recent trends in Spokane County, noting that fatalities declined slightly in 2024 but remained higher than in 2019. He noted that serious injuries and non-motorist outcomes remained areas of concern based on recent data trends. He emphasized that the figures presented reflected the region's proportional contribution to the state's 2026 targets, rather than the region's own targets.

During discussion, Board members asked how the state intends to implement Target Zero and whether it includes a formal plan. Staff noted that WSDOT maintains a Highway Safety Improvement Plan and emphasized that, regardless of whether SRTC adopts separate regional targets or supports the statewide targets, the agency's safety focus would remain the same, including continued pursuit of safety-related grants and investments. Mr. Otterstrom noted that, based on his perspective and observations from outside the region, the two most influential factors in safety outcomes are reductions in speed and in vehicle miles traveled. He noted that the region's long-range plan anticipates growth in VMT over time and stated that without addressing those two variables, other safety improvements may have more limited impact, though they remain important. He referenced New York City's congestion pricing as an example of a strategy associated with reductions in traffic incidents, noting that both reduced VMT and the timing and type of travel can influence safety outcomes.

Council Member Klitzke made a motion to approve the TPM: PM1 – Safety Targets as presented. Council Member Haley seconded the motion. The motion passed, with Council Member Kennedy opposed.



INFORMATION AND DISCUSSION

9 Guest Presentation: Target Zero Task Force

Mr. Griffin described three primary areas of work: high-visibility enforcement, youth-focused programs, and community outreach and education. High-visibility enforcement uses coordinated efforts across multiple law enforcement agencies to target the leading causes of serious crashes, with impaired driving identified as the region's top priority, followed by speeding and distracted driving. He noted that impairment is involved in over half of fatal crashes statewide and represents a substantial share of fatal crashes in the region. He explained that campaigns combine public messaging with multi-agency patrols and enforcement operations to encourage voluntary compliance and raise community awareness of traffic safety risks.

Mr. Griffin described the "Teens in the Driver's Seat" program as a major focus of his work and explained that it is designed to reach youth and young adults, particularly those ages 16-25. The peer-to-peer program supports student-led traffic safety projects and messaging, based on the idea that youth are more likely to respond to information shared by other youth. He noted that participating student groups can earn incentives for completing projects over the school year. Mr. Griffin also highlighted that the program incorporates safety messaging on additional hazards, including commercial vehicles and railroad crossings, and discussed concerns about gaps in formal driver education and the safety implications of young drivers obtaining licensure without structured instruction.

Mr. Griffin also discussed community-specific campaigns and partnerships. He described the Walker/Roller education campaign, including bilingual outreach materials and a website designed to increase public awareness of pedestrian safety and to reach Spanish-speaking populations. He noted that the campaign was developed in response to the region's high pedestrian fatality rate at the time and was intended to reach youth and younger audiences. He also described student-produced public service announcements developed in local high schools, supported by partnerships, that deliver traffic safety messages during summer outreach. Additional initiatives included prom and graduation safe-driving campaigns, designated-driver and retailer outreach, and seat-belt awareness efforts, including the Mother's Day campaign. Mr. Griffin noted that partnerships with organizations such as West Spokane Wellness Partnership and WSU Spokane supported targeted outreach in higher-risk areas through billboards, posters, flyers, social media, and in-person engagement.

During discussion, members asked about safety issues involving large commercial vehicles and whether SRTC is considering proposed legislation that could add a fee to commercial vehicle licenses to support safety programs. Mr. Griffin noted that "Teens in the Driver's Seat" includes education on safety around large trucks, often through demonstrations with local trucking partners to illustrate visibility limitations and stopping distance. Members discussed traffic safety education needs for refugees and other drivers who may be unfamiliar with U.S. traffic laws, including challenges accessing driver education and licensing resources in languages other than English. Mr. Griffin stated that he is exploring ways to provide education and support for these populations, potentially through grant-funded efforts.



Looking ahead, Mr. Griffin noted plans to continue expanding outreach through presentations and partnerships, including work with juvenile detention facilities, Fairchild Air Force Base, and community coalitions. He also noted that the Super Colfax Coalition is interested in a seatbelt safety campaign due to lower seatbelt use rates in Whitman County and stated that discussions are underway. During a later discussion, Mayor Kaminskis raised concerns related to e-bikes, scooters, and similar devices, including the need for education for both youth and parents. Mr. Griffin stated that partners are developing an e-bike safety guide for law enforcement, youth, and parents, and discussed the possibility of hosting a town hall or open house with the police department in the coming months to share safety information and materials.

10 FFY 2027-2032 National Highway Freight Program (NHFP) Regional Priority Freight Project List – Draft

Mr. Fletcher provided an update on the Washington State Department of Transportation's National Highway Freight Program (NHFP) solicitation for federal fiscal years 2027–2032. He noted the process was last held in 2022 and is expected to provide approximately \$11 million per year statewide for local freight projects, based on prior funding levels. He explained that WSDOT is using a similar approach as in 2022 and has asked MPOs and RTPOs to submit consolidated lists of their regional freight investment priorities. He also noted that this solicitation is occurring concurrently with another freight-related call for projects through the Freight Mobility Strategic Investment Board (FMSIB) and encouraged agencies to coordinate and leverage multiple funding sources where projects are eligible.

Mr. Fletcher reviewed SRTC's timeline for developing the regional submittal, noting that the process was introduced in November and that staff plan to return next month with a final list of recommended projects for Board approval to meet WSDOT's February 27 submission deadline. He stated that this created a compressed schedule for final review and action. He explained that staff identified thirteen candidate projects for consideration by reviewing Horizon 2050 and the Unified List and by requesting additional project nominations from member agencies. He noted that the candidate list represented a broad range of project types and locations across the region, including the West Plains, central Spokane, Spokane Valley, and the far eastern side of Spokane County.

Mr. Fletcher described the evaluation process used to rank projects and explained that projects were scored across six criteria areas: preservation, safety, stewardship, mobility, economic vitality, and the environment. He stated that the scoring framework was intended to identify projects most likely to be competitive statewide, since regional projects would compete against submissions from across Washington. He noted that the packet included a detailed scoring table and a ranked project list. He explained that the top-scoring group included six projects, consistent with the number of projects the region submitted in 2022, and noted that the region received funding for four of those projects in the prior cycle. He also discussed additional projects near the score break, including the Barker Road/I-90 interchange project, which had a comparable score to projects above it, and may also pursue freight funding through the FMSIB process. He further noted that the U.S. 2 improvements project in Airway Heights, while scoring slightly lower overall,



appeared to align with WSDOT-identified bonus-point areas related to redundancy and resilience in the freight network by providing an alternative freight route and supporting geographic balance across the region.

During discussion, members noted that the NHFP freight list is distinct from the broader state and federal priority lists reflected in the Unified List and discussed the need for supplemental priority lists tailored to specific funding programs. Members also asked about WSDOT's bonus point criteria. Mr. Fletcher stated that bonus points were not reflected in the scoring table, but noted that WSDOT had identified bonus-point opportunities related to redundancy and resiliency in the freight network, and that staff considered those factors when reviewing candidate projects.

11 Commerce Electrification of Transportation Systems (ETS) Grant Closeout

Mr. Lien provided an update on the Washington Department of Commerce Electrification of Transportation Systems (ETS) grant project as the contract closed at the end of December. He stated that SRTC received Board approval to pursue the grant in 2020 and that the application to the WA Department of Commerce was successful, resulting in a multimillion-dollar regional investment beginning in 2021, supported by matching funds from partner agencies. He explained that the project primarily funded publicly accessible light-duty EV charging infrastructure distributed throughout the region, with additional installations supporting fleet and bus charging, and a smaller education and outreach component.

Mr. Lien noted that the implementation partners included the Department of Commerce, Avista, and the Spokane Transit Authority (STA), as well as public and private site hosts. He stated that SRTC's role included grant management functions such as ensuring compliance and reporting and managing contracts between partner agencies and host sites. He summarized the project outcomes, noting that 35 charging sites are now in service, including 43 DC fast-charging ports and 76 Level 2 ports. He also noted additional installations supporting micromobility charging for e-scooters and e-bikes and highlighted charging infrastructure supporting transit operations at STA's Boone Garage.

Mr. Lien stated that the ETS contract period concluded on December 31, 2025, and that staff are currently completing final invoices, reimbursements, and required reporting to Commerce. He added that SRTC will continue to support regional coordination related to alternative fuels through the Alternative Transportation Fuels Coalition, which meets 5-6 times per year to discuss ongoing developments and potential opportunities. He noted that if future opportunities arise that may be appropriate for SRTC involvement, staff will bring recommendations back to the Board for consideration.

Ms. Bollenback noted the project's complexity and stated that Commerce identified it as the largest individual award of its kind statewide under this program. She commended the partnership approach between public and private entities and highlighted the project's success and scale.



INFORMATION

12 Executive Director's Monthly Report

Ms. Bollenback wished the Board a Happy New Year and welcomed the new members. She noted that SRTC has a full calendar planned for the year and stated that staff will provide an MPO/RTPO overview to help explain SRTC's role in the region and preview upcoming projects and initiatives. She also shared an administrative reminder for members, noting that a designated parking block is available for Board members for up to three hours. Members must provide their license plate information to Anadia Grier in advance to ensure parking registration and avoid disruptions or parking tickets.

13 Transportation Technical Committee & Transportation Advisory Committee Meeting Summaries

No questions or comments.

11 Board Member Comments

Council Member Klitzke commented on the Target Zero discussion, noting that while the goal can feel frustrating, some cities have achieved Target Zero outcomes. She cited Hoboken, New Jersey, as an example, stating it has gone seven years without a traffic fatality.

12 Chair Comments

Mayor Kaminskis shared that a memorial service has been scheduled for former Liberty Lake Mayor Shane Brickner, who passed away late last year. The service will be held on January 24 at noon at Valley Real Life on Barker. She also noted that the Vice Chair will preside over the next meeting. The meeting adjourned at 2:17 p.m.

Anadia Grier, Clerk of the Board



To: SRTC Board of Directors
From: Ben Kloskey, Associate Transportation Planner II
Topic: CY 2026-2029 Transportation Improvement Program (TIP) Amendment – February 2026

Requested Action:

Approve Resolution R-26-05 adopting the February amendment to the CY 2026-2029 TIP.

Key Points:

There are 4 projects included in the February amendment to the CY 2026-2029 TIP. See the **Attachment** and **Supporting Information** for more details.

AGENCY	PROJECT
Spokane County	Commute Trip Reduction 2024-2026
Spokane County	Commute Smart – Advancing and Connecting TDM, CTR, and Communities
Spokane Transit Authority	Fixed Route Bus Purchase (5339)
Spokane Transit Authority	Section 5310 Funding for Seniors and People with Disabilities

Board/Committee Discussions:

The TTC and TAC discussed the February 2026 TIP amendment at their 01/28/2026 meeting. The TAC and TTC unanimously recommended approval of the TIP amendment.

Public Involvement:

The proposed February amendment was published for a public review and comment period from 01/12/26 through 01/21/26. On 01/12/2026 notice of the amendment was published in the Spokesman Review, posted to the SRTC website (www.srtc.org) and social media platforms. There was one comment submitted for this amendment: “More bus routes, extending bus service to deer park and post falls or Coeur d’s lens. More flashing lights to let pedestrians cross safely.”

Staff Contact: Ben Kloskey, SRTC | bkloskey@srtc.org | 509.343.6370

2026-2029 Transportation Improvement Program

February Amendment (26-02)

Agency WA STIP ID#	Project Title Amendment Description	Funding Adjustment	
Spokane County WA-14682	Commute Trip Reduction 2024-2026 Project phases were updated to reflect correct funding years. 2027 programming was removed and funding was correctly assigned to 2026.	Federal (CMAQ)	\$330,641
		State	\$0
		Local	\$101,569
		Total	\$432,210
Spokane County WA-14682	Commute Smart – Advancing and Connecting TDM, CTR and Communities Project funding was incorrectly represented as CMAQ and corrected to CRP funds. Overall funding amount was incorrect and now correctly represents the total award.	Federal (CRP)	\$980,561
		State	\$170,139
		Local	\$0
		Total	\$1,150,700
Spokane Transit Authority WA-07237	Fixed Route Bus Purchase (5339) 2024 and 2025 federal funding apportionments were added to 2026 project phase.	Federal (5339)	\$6,102,122
		State	\$0
		Local	\$1,242,019
		Total	\$7,344,141
Spokane Transit Authority WA-09380	Section 5310 Funding for Seniors and People with Disabilities 2024 and 2025 federal funding apportionments were added to 2026 project phase.	Federal (5310)	\$2,753,318
		State	\$0
		Local	\$1,614,463
		Total	\$4,367,781

CMAQ-Congestion Mitigation and Air Quality Program | CRP-Carbon Reduction Program | 5339-FTA Section 5339: Buses and Bus Facilities Grants | 5310-FTA Section 5310: Funding for Seniors and Individuals with Disabilities



Topic: CY 2026-2029 Transportation Improvement Program (TIP) Amendment – February

Key Points:

- The TIP is a programming document that identifies specific projects and programs to be implemented during the upcoming four years. Any project with federal funds from the Federal Highway Administration (FHWA) or Federal Transit Administration (FTA), as well as any regionally significant projects, must be included in the TIP.
- After a TIP has been incorporated into the Washington State TIP (STIP), project changes can be requested by local agencies. Minor changes can be made administratively by SRTC staff. Significant changes must be made through the amendment process, which requires a 10-day public comment period and action by the SRTC Board of Directors.
- The TIP serves as an important tool in implementing the goals, policies, and strategies identified in Horizon 2050, SRTC's long-range plan. As such, any projects included in the TIP, including projects added through monthly amendments, must be consistent with Horizon 2050.
- Consistency with Horizon 2050 includes a demonstration of financial constraint, the congestion management process, and the complete streets policy. The proposed January amendment has been reviewed by SRTC staff for compliance with federal and state requirements and consistency with Horizon 2050.
- TIP amendments must be approved by the SRTC Board to be incorporated into the Washington State TIP (STIP). Projects receiving federal funds must be in both the TIP and the STIP to access those funds.
- Pending approval by the SRTC Board, the February amendment will be incorporated into the STIP on or around 03/20/2026.



RESOLUTION
of the BOARD OF DIRECTORS of the
SPOKANE REGIONAL TRANSPORTATION COUNCIL
R-26-05

ADOPTING THE CY 2026-2029 TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENT -
FEBRUARY 2026

WHEREAS, the Spokane Regional Transportation Council (SRTC) Board of Directors serves as the Metropolitan Planning Organization (MPO) for the Spokane Metropolitan Planning Area (SMPA) and as the Regional Transportation Planning Organization (RTPO) for Spokane County; and is responsible for developing a 4-year Transportation Improvement Program (TIP); and

WHEREAS, the CY 2026-2029 TIP has been developed under the direction of the SRTC Board in consultation with local government staff, Washington State Department of Transportation, Spokane Transit Authority (STA), and with input from various groups and members of the public; and

WHEREAS, the SRTC Board approved the CY 2026-2029 TIP on 10/09/2025.

NOW, THEREFORE BE IT RESOLVED, that the SRTC BOARD does hereby amend the 2026-2029 Transportation Improvement Program with the February 2026 amendment to be incorporated into the Statewide Transportation Improvement Program (STIP) of Washington State, as documented in Attachment 1.

ADOPTED: 02/12/2026

ATTEST

Anadia Grier
SRTC
Clerk of the Board

Council Member Kitty Klitzke
City of Spokane
Vice Chair, SRTC Board of Directors



To: SRTC Board of Directors
From: Greg Griffin, Administrative Services Manager
Topic: CY 2025 Quarterly Budget Update

Requested Action:

Approval of the Calendar Year 2025 Quarterly Budget Update.

Key Points:

- SRTC develops an annual budget outlining the anticipated revenues and expenditures for the upcoming year. SRTC reports on a cash basis, which provides a snapshot in time of the agency's revenues and expenditures.
- SRTC staff reports quarterly to the Board of Directors on revenue and expenditure for the preceding quarter and year to date.
- SRTC began CY 2025 with a cash balance of \$557,060 and ended the fourth quarter of 2025 with a balance of \$1,098,039. The increase is primarily the result of Federal/State planning grant reimbursements of \$431,404 receipted in early 2025 that were funds anticipated to be reimbursed in 2024. These include:
 - \$301,816 for the November 2024 UPWP monthly invoice; and
 - \$129,588 associated with the final D.A.T.A. project reimbursement. and accounts for a portion of the cash balance increase in 2025.
- The following spreadsheet (see Attachment) provides a comparison of the adopted CY 2025 budget, and a summary for the Fourth Quarter (Q4) of actual 2025 revenues and expenditures, as well as a column showing 2024 year to date revenues/expenses for comparative purposes.
- See **Supporting Information** for additional details of the CY 2025 Fourth Quarter Budget Report.

Board/Committee Discussions:

The CY 2025 Budget was approved by the Board on 10/10/24.

Public Involvement:

All meetings at which the CY 2025 Budget and/or quarterly budget updates were presented to the Board were open to the public.

Staff Contact: Greg Griffin, SRTC | ggriffin@srtc.org | 509.343.6370



Topic: CY 2025 Q4 Budget Update

Revenues:

- Through the fourth quarter (100% of Calendar Year) of CY 2025 (January – December), SRTC collected \$3,364,706; 92% of the anticipated revenues for the year. Variances on specific revenue sources are:
 - The following funds received in Q1 2025 were expected in Q4 2024: \$210,373 of FHWA PL; \$129,588 of STBG; and \$25,500 of WA RTPO; and
 - \$27,150 of FHWA V.M.T. funds over budget due timing & budget between 2024 progress and 2025 budget for remaining consultant work ; and
 - \$669,485 of WA Dept of Commerce ETS reimbursement expected in Q4 2025 received in Q1 2026.
- Local Member Contributions through the end of December 31, 2025, are 99% of the budgeted amount.

Expenditures:

Through the fourth quarter of CY 2025, SRTC spent \$2,823,727, or 77% of total anticipated expenditures for the year, as follows:

- **Personnel Expenditures:** Total personnel expenditures were \$1,409,499 through Q4, or 87% of the CY 2025 budget amount. This was primarily the result of staffing changes.
- **Contractual and Professional Services:** Total service expenditures were \$1,170,342 year-to-date, or 68% of the total budget amount.
 - Legal Services and Professional Fees were lower than anticipated for the year.
 - State Audit Charges were \$5,959 higher than budgeted due to an additional Federal Single Audit for the 2025 ETS Program.
 - Professional Services - ETS Grant Work is pass-through funding. Final expenditures associated with this grant rolled into 2026.
 - Consultant Services for MTP Update & VMT Study are higher than budget due to the timing of billings between calendar years 2024 and 2025. Consultant services for the TIP Database are higher than budgeted due to addition of sales tax not charged in prior years.
- **Materials and Services:** Total materials and services expenditures were \$113,910 in 2025, or 88% of the total budget amount.
- **Travel, Training, and Staff Development (includes Subscriptions/Memberships):** Total expenditures were \$44,965 through Q4, or 70% of the total budgeted amount.
- **IT Operations:** Total expenditures were \$85,011 through Q4, or 76% of the total budgeted amount.

AGENDA ITEM 3d
SUPPORTING INFORMATION

SRTC CY 2025, Report through December 31, 2025

	CY 2025 Approved	CY 2025					CY 2024 Year-to-Date	CY 2025 % of Budget
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Year-to-Date		
REVENUES								
SRTC Cash Balance 12/31/24						557,060		
FHWA PL (Fed Planning Funds) FY25 allocation	834,475	233,139	80,961	311,887	321,288	947,274	713,655	114%
FHWA PL (Fed Planning Funds) from prior yr	45,620	45,620	-	-	-	45,620	-	100%
FTA (Federal Section 5303 Funds) FY25 allocation	309,527	-	22,782	90,367	197,317	310,466	204,086	100%
FTA (Federal Section 5303 Funds) from prior yr	98,701	85,783	12,918	-	-	98,701	-	100%
STBG Planning Funds (+ STBG D.A.T.A. CY 2024)	500,000	305,205	308,364	16,016	-	629,585	500,869	126%
Designated Grant-SS4A Edu Grant (+SS4A Safety2024)	-	180	-	-	-	180	387,447	-
RTPO (State Planning Funds)	144,651	61,101	674	18,716	94,973	175,465	166,031	121%
V.M.T. (Vehicle Miles Traveled) Study Funds	95,000	6,890	28,773	86,486	-	122,150	-	129%
Designated Grants (Commerce - ETS)	1,300,000	135,876	-	586,242	-	722,118	629,536	56%
Local Member Contributions	280,192	278,736	-	-	-	278,736	276,299	99%
SRTC Cash reserve(suite 500 changes & contingency)	25,000	-	-	-	-	-	-	-
Spokane County Treasury Interest	30,000	7,915	7,937	10,515	8,044	34,412	30,237	115%
TOTAL REVENUES (Received in 2025)	3,663,166	1,160,445	462,409	1,120,230	621,622	3,364,706	2,908,160	92%
EXPENDITURES								
Personnel								
Salaries	1,194,875	252,729	288,104	252,500	296,599	1,089,932	1,105,058	91%
Accrued Leave Payouts \ Unemployment	15,000	1,199	1,540	-	-	2,740	89	18%
FICA	92,555	19,522	21,324	19,486	22,036	82,368	84,827	89%
WA State Retirement System	109,491	25,211	23,337	18,263	15,463	82,274	102,429	75%
Insurance / Benefits	203,440	36,095	36,515	37,939	41,635	152,185	153,109	75%
Total Personnel	1,615,361	334,757	370,821	328,187	375,734	1,409,499	1,445,512	87%
Contractual and Professional Services								
Legal Services	25,000	2,375	2,025	2,400	2,100	8,900	12,305	36%
Consultants & Professional Svcs	5,800	19	560	1,906	-	2,485	1,767	43%
State Audit Charges	22,000	-	-	209	27,750	27,959	19,741	127%
Consultant Services & MTP Update	222,500	88,530	123,941	47,447	29,615	289,533	235,510	-
Consultant Services & TIP Database	16,550	-	-	18,043	-	18,043	15,750	109%
Consultant Services & Strategic Plan(D.A.T.A.2024)	30,000	-	-	-	-	-	176,813	0%
SS4A Education	-	-	-	-	-	-	427,807	0%
Professional Services - ETS Grant Work	1,300,000	135,876	-	586,242	-	722,118	629,536	56%
Consultant Services & V.M.T.	95,000	23,402	77,902	-	-	101,304	4,120	107%
Total Contractual and Professional Services	1,716,850	250,201	204,429	656,247	59,465	1,170,342	1,523,348	68%
Materials and Services								
Publications	500	43	65	65	94	267	302	53%
Postage	400	2	95	-	156	253	156	63%
Operating Supplies	7,000	4,496	894	1,282	(176)	6,496	3,202	93%
Minor Furniture/Equipment	5,150	406	313	2,599	867	4,185	799	81%
Telephone	4,980	1,126	1,356	1,432	931	4,845	4,387	97%
Advertising	5,550	347	1,248	435	596	2,627	1,611	47%
Rent - Office Space	68,000	17,400	11,716	17,748	17,748	64,612	68,695	95%
Rent - Meeting Rooms	500	-	-	-	-	-	-	0%
Lease - Copier (and usage charges)	2,670	598	400	806	615	2,419	2,347	91%
Property and Liability Insurance	22,000	-	-	15,731	-	15,731	16,767	72%
Printing	8,000	617	6,766	379	-	7,762	427	97%
Interfund Charges County Treasurer (Fees)	5,110	56	4,524	86	49	4,714	4,405	92%
Total Materials and Services	129,860	25,090	27,378	40,563	20,879	113,910	103,097	88%
Travel, Training, and Staff Development								
Mileage & Parking	2,400	570	635	701	439	2,345	2,295	98%
Travel / Training (Staff)	42,700	4,153	10,701	7,443	6,655	28,952	17,642	68%
Educational Speaker Series	5,000	-	-	1,178	727	1,905	-	38%
Board/Staff Retreats, Facilitators, Food	3,700	94	463	839	516	1,912	2,790	52%
Dues, Subscriptions, and Memberships	10,125	3,441	1,386	4,587	437	9,851	9,886	97%
Total Travel, Training, and Staff Development	63,925	8,258	13,186	14,748	8,774	44,965	32,613	70%
IT Operations								
IT Professional Svcs	36,300	6,677	5,330	5,988	7,774	25,769	52,272	71%
Software	44,020	20,785	7,673	(940)	5,938	33,456	39,602	76%
Hardware - New and Replacement; Repairs/Maint.	18,500	44	4,071	313	9,829	14,256	10,748	77%
Online Services	13,350	1,512	2,287	3,556	4,176	11,531	16,356	86%
Total IT Services	112,170	29,017	19,359	8,918	27,717	85,011	118,978	76%
Contingency	25,000	-	-	-	-	-	-	-
TOTAL EXPENDITURES (Paid in 2025)	3,663,166	647,323	635,172	1,048,663	492,569	2,823,727	3,223,548	77%
CASH BALANCE 12/31/25						1,098,039	556,526	



VOUCHERS PAID FOR THE MONTH OF JANUARY 2026

Date	Voucher	Vendor	Description	Amount
1/9/26	V122864	ESRI	ArcGIS annual renewal thru 1/19/27	18,547.00
	V122865	Rehn & Associates	Q-1 2026 Agency H.S.A. contributions LB,GG,SC,AG,MR,JL,BK	3,500.00
	V122866	Intermax Networks	VOIP telecom January 2026	253.23
	V122867	Diamond Parking Services	Acct parking for Board, Cmte, Staff mtg parking - Dec2025	118.00
	V122868	WA State Dept of Retirement	Employee and Employer Contributions: December 2025	11,970.07
	V122869	Cycrest Systems	Managed IT Services - Mnthly January; SaaS Security	1,604.09
	V122870	Rehn & Associates	Staff Payroll Deduction Health Ins Contributions: Pay Period 2026-01	702.00
	V122871	WA State Dept of Retirement	Employee DCP payroll contributions: January PP01 2026	700.00
	V122872	Spokesman Review	Public Notice TIP Amendment	84.43
	V122873	Association of WA Cities	2026 Membership Dues & Fees	1,233.43
1/23/26	V122874	EMLVO P.C.	December legal svcs: Board mtg; TitleVI review	1,075.00
	V122875	Rehn & Associates	Admin fee November '25	75.00
	V122876	Kittelson & Associates	Economic Analysis Project thru 11/30/25 - Tasks 1, 4 & 5	2,720.13
	V122877	Comcast	Fiber Services, February 2026	261.80
	V122878	Rehn & Associates	Admin fee December '25	75.00
	V122879	Associated Industries	Membership for 2026-Q1	450.00
	V122880	Rehn & Associates	Staff Payroll Deduction Health Ins Contributions: Pay Period 2026-02	958.00
	V122881	AWC Employee Benefit Trust	February '26 Benefit Insurance Premiums	12,290.62
	V122882	Pacific Office Automation	Copier Lease/Usage December 2024	213.08
	V122883	WA State Dept of Retirement	Employee DCP payroll contributions: January PP02 2026	700.00
	V122884	Avista Utilities	Avista install ETS site #'s 2, 9, 19, 20, 28, 31, 45, 48, 51	631,955.91
1/30/26	V122885	Diamond Plaza LLC	Paulsen Center Suite 500/504 Lease for February 2026	5,916.00
	V122886	Minuteman Press	HSTP Posterboard & Rack Cards for Outreach	153.55
	V122887	Washington Trust Bank	Software Subscrptns; Office supplies/equpt.; Virtual Mtg Subscrptn; Staff travel/regs	6,344.50
	V122888	Avista Utilities	Avista install ETS site #'s 33	37,528.63

Vouchers:	V12864 - V122888	739,429.47
Reimbursement(s)		
Salaries/Benefits	Pay Periods Ending: 1/3/26 & 1/17/26	96,760.76
Spokane County Treasury	Monthly SCIP fee - December 2025	23.70
		836,213.93

As of 2/12/26, the Spokane Regional Transportation Council Board of Directors approves the payment of the January 2026 vouchers included in the list in the amount of: **\$836,213.93**



RESOLUTION
of the BOARD OF DIRECTORS of the
SPOKANE REGIONAL TRANSPORTATION COUNCIL
R-26-06

PURSUANT TO RCW 42.56.070 (4) REGARDING A PUBLIC RECORDS INDEX

WHEREAS, the Spokane Regional Transportation Council Board (SRTC Board) of Directors serves as the Metropolitan Planning Organization (MPO) for the Spokane Metropolitan Planning Area (SMPA) and as the Regional Transportation Planning Organization (RTPO) for Spokane County; and

WHEREAS, the SRTC Board is the governing body of SRTC and is responsible for agency policy decisions; and

WHEREAS, RCW 42.56.070 (3) states that “each local agency shall maintain and make available for public inspection and copying a current index providing identifying information” for a variety of records issued, adopted, or promulgated; and

WHEREAS, RCW 42.56.070(4) further provides that “a local agency need not maintain such an index, if to do so would be unduly burdensome; and

WHEREAS, the SRTC Board finds that, due to the Agency’s limited size, staff, budget, and administrative resources, the creation and continuous maintenance of a public records index would interfere with SRTC operations and is unduly burdensome; and

WHEREAS, SRTC remains committed to compliance with the Public Records Act and providing prompt access to public records upon request; and

WHEREAS, the Executive Director and agency staff have previously determined that maintaining a public records index interfere with SRTC operations, would be costly, and would be unduly burdensome, and have acted in accordance with that determination.



THEREFORE, BE IT RESOLVED that:

- The SRTC Board of Directors hereby finds that maintaining a public records index would be unduly burdensome and formally ratifies, affirms, and approves the prior actions and practices of the Executive Director and staff taken in accordance with this determination.
- The SRTC Board hereby determines the creation and maintenance of a public records index to be unduly burdensome.

ATTEST

ADOPTED: 02/12/2026

Anadia Grier
SRTC
Clerk of the Board

Council Member Kitty Klitzke
City of Spokane
Vice Chair, SRTC Board of Directors



To: SRTC Board of Directors
From: Lois Bollenback, Executive Director
Topic: Appointments to the Administrative Committee for CY 2026

Requested Action:

Approve Resolution R-26-07 appointing Board members to the CY 2026 Administrative Committee.

Key Points:

- Section 6.B. of the SRTC Interlocal Agreement identifies that the Board of Directors shall create, by resolution, an Administrative Committee as a standing committee of the Board.
- On 10/13/22, the SRTC Board approved Resolution R-22-19 establishing the purpose and membership of the Administrative Committee (see **Attachment**).
- The purpose of the committee is to review various administrative functions of the Board and to make recommendations to the Board. In Calendar Year (CY) 2026, this will include: the review and development of the CY 2027 Budget; participation in and review of the 2025 Audit; completion of an annual performance appraisal of the Executive Director; Review and develop policies relating to Public Records requests, and other activities as directed by the Board of Directors.
- The membership of the committee shall consist of seven Board members, including:
 - Chair
 - Vice-Chair
 - Immediate Past Chair
 - 1 Tier-One or Tier-Two City/Town Representative
 - 2 Board Members currently serving as representatives of Spokane Transit Authority, WSDOT, or Spokane International Airport
 - 1 At-Large Member, or up to 2 At-Large Members, if two Board Members serving as CEO are not available.
- Members shall be recommended by the Chair and confirmed by the Board. Board members may also nominate members to serve on the Administrative Committee.
- Members should have at least one year of experience on the SRTC Board, and representation by each of the entities in the Chair rotation should be ensured.

Board/Committee Discussions:

This is the first discussion of the 2026 Administrative Committee.

Public Involvement:

All SRTC Board meetings are open to the public.

Staff Contact: Lois Bollenback, SRTC | lbollenback@srtc.org | 509.343.6370

RESOLUTION
of the BOARD OF DIRECTORS
of the
SPOKANE REGIONAL TRANSPORTATION COUNCIL
R-22-19 SRTC
**ESTABLISHING A SPOKANE REGIONAL TRANSPORTATION COUNCIL
ADMINISTRATIVE COMMITTEE**

WHEREAS, the Spokane Regional Transportation Council Board ("SRTC Board") of Directors serves as the Metropolitan Planning Organization (MPO) for the Spokane Metropolitan Planning Area (SMPA) and as the Regional Transportation Planning Organization (RTPO) for Spokane County; and

WHEREAS, the SRTC Board operates pursuant to an Interlocal Agreement of the member parties that authorizes the establishment of various advisory committees to make recommendations to the SRTC Board on transportation matters; and

WHEREAS, the Interlocal Agreement identifies the establishment of an Administrative Committee as a standing committee of the SRTC Board; and

WHEREAS, the Interlocal Agreement requires the SRTC Board to define the duties and powers of the Administrative Committee by resolution to contain at a minimum the statement of purpose, duties, responsibilities, and other matters of said Committee.

NOW, THEREFORE BE IT RESOLVED, that SRTC Board is establishing an Administrative Committee ("the Committee") pursuant to the authority set forth above and as specifically set forth below:

Section 1. Name

As stated in Section 6 of the 2021 Interlocal Agreement, this committee shall be called the Administrative Committee and established as a standing committee selected from members of the Board as set forth in Section 3 below.

Section 2: Purpose and Direction

The Committee is established to provide, as requested by the SRTC Board, and with the assistance of the Executive Director, the review of various administrative functions of the SRTC Board and to make recommendations to the SRTC Board. The Committee will be guided by the direction of the SRTC Board, the Executive Director, the adopted SRTC mission, vision, and values, as well as the committee members' respective experience and expertise.

Section 3: Membership

AGENDA ITEM 4 ATTACHMENT

The Committee shall consist of seven members of the Board, consisting of the following:

- Chair
- Vice-Chair
- Immediate Past Chair
- One Tier-One or Tier-Two City/Town Representative
- Two Board Members currently serving as representatives of the Spokane International Airport, Spokane Transit Authority (STA), or Washington Department of Transportation (WSDOT)
- One At-Large Member, or up to two At-Large Members, if two Board Members serving as CEOs are not available.

Members shall be recommended by the Chair and confirmed by the full Board in January of each year for a one-year term. Any Board member can nominate a committee member for these positions, other than positions specifically designated above. If vacancies occur during a committee member's term, vacancies shall be filled, if possible, by a member of the organization vacating the seat, for the remainder of the one-year term. The Chair shall recommend, and the Board shall approve such a replacement. Members appointed to the Committee should have at least one year of experience on the Board. Representation by each of the entities specified in the Chair rotation should be ensured.

Section 4: Meetings

Four members shall constitute a Quorum. The Committee shall meet as needed to complete the duties and functions of the Committee.

Meetings of the Committee shall comply with the provisions of the Open Public Meetings Act (OPMA) with notice and a published agenda to the extent required by the OPMA. The Committee may establish a regularly scheduled meeting if appropriate. Executive sessions may be held in limited circumstances as permitted under Washington Law.

Section 5: Duties and Functions

The duties and functions of the Committee may include, but are not limited to the following:

1. Work with SRTC staff annually to review and develop a budget proposal for the upcoming calendar year; and
2. Participate annually in the financial audit and exit conference; and
3. Meet as needed to review and recommend budget amendments; and
4. Complete a performance appraisal of and make a recommendation of compensation adjustment for of the Executive Director on an annual basis; and

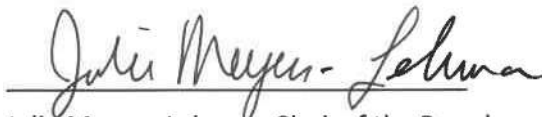
5. Meet as needed to review and propose updates to critical operating documents including the Employee Handbook, the Interlocal Agreement, the SRTC Bylaws, and the Rules of Procedure; and
6. Aide in the development of policies and legislative positions for recommendation to the SRTC Board.
7. Complete other assignments as directed by the SRTC Board of Directors.

PASSED and APPROVED on this 13th day of October 2022 by the Spokane Regional Transportation Council Board of Directors.



Paul Schmidt, Council Member, City of
Cheney Chair, SRTC Board of Directors

ATTEST



Julie Meyers-Lehman, Clerk of the Board



RESOLUTION
of the BOARD OF DIRECTORS of the
SPOKANE REGIONAL TRANSPORTATION COUNCIL
R-26-07

APPROVING BOARD MEMBERS TO THE CY 2026 ADMINISTRATIVE COMMITTEE

WHEREAS, the Spokane Regional Transportation Council Board (SRTC Board) of Directors serves as the Metropolitan Planning Organization (MPO) for the Spokane Metropolitan Planning Area (SMPA) and as the Regional Transportation Planning Organization (RTPO) for Spokane County; and

WHEREAS, the SRTC Board operates under an Interlocal Agreement established in 2021 that recognizes the creation of an Administrative Committee, by resolution, to support work of the Board; and

WHEREAS, on 10/13/22, the Board approved Resolution R-22-19 establishing the purpose and membership of the SRTC Administrative Committee.

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of the Spokane Regional Transportation Council approves the following members to serve on the Calendar Year 2026 Administrative Committee:

- Chair – Cris Kaminskis, Mayor, Liberty Lake
- Vice-Chair – Kitty Klitzke, City of Spokane
- Immediate Past Chair – Pam Haley, City of Spokane Valley
- Tier 1 or 2 City/Town Representative – Micki Harnois, Town of Rockford
- Spokane Transit Authority – Karl Otterstrom, Chief Executive Officer
- Washington DOT – Char Kay, Regional Administrator
- At Large – Al French, Commissioner, Spokane County

ADOPTED: 02/12/2026

ATTEST

Anadia Grier
SRTC
Clerk of the Board

Council Member Kitty Klitzke
City of Spokane
Vice Chair, SRTC Board of Directors



To: SRTC Board of Directors
From: David Fletcher, Principal Transportation Planner
Topic: FFY 2027-2032 National Highway Freight Program (NHFP) Regional Priority Freight Projects List – Final

Requested Action:

Approval of Resolution R-26-08 authorizing submittal of the FFY 2027–2032 National Highway Freight Program Regional Priority Freight Projects List to WSDOT for funding consideration.

Key Points:

- The Washington State Department of Transportation (WSDOT) has initiated the FFY 2027–2032 NHFP project solicitation and selection process. Additional information is available on [WSDOT's NHFP webpage](#).
- WSDOT has requested that each MPO/RTPO submit a consolidated list of regional freight investment priorities that align with statewide priorities and meet NHFP eligibility requirements under [23 U.S.C. § 167\(h\)\(5\)](#).
- **Regional lists and individual project submittals are due to WSDOT by February 27, 2026.** WSDOT will convene a project selection committee to evaluate submitted projects using established criteria and to recommend projects for FFY 2027–2032 NHFP funding.
- The proposed Regional Priority Freight Projects List is included in the **Attachment** and was developed based on multiple considerations, including natural breaks in project scoring, input from the SRTC Board and committees, geographic balance across the region, and the total amount of funding requested.
- Agencies with projects included on the regional priority freight projects list must **submit completed NHFP project submission forms to SRTC by February 16, 2026** to be included in the regional submittal. The form and instructions are available on [WSDOT's NHFP webpage](#).

Board/Committee Discussions:

The TTC and TAC unanimously voted to recommend SRTC Board approval of the FFY 2027–2032 NHFP Regional Priority Freight Projects List at their 01/28/2026 meetings. The candidate projects list and evaluation were reviewed by the SRTC Board at their meeting on 01/12/2026, and by the TTC and TAC at their meetings on 12/17/2025. Both committees had previously received an initial briefing on the NHFP project solicitation process at their meetings on 11/19/2025. The SRTC Board was briefed on the process at its meeting on 11/13/2025.

Public Involvement:

All SRTC Board and committee meetings are open to the public.

Staff Contact: David Fletcher, SRTC | dfletcher@srtc.org | 509.343.6370

FFY 2027–2032 National Highway Freight Program (NHFP)

Regional Freight Priority Projects List **DRAFT**

#	Project Name	Agency	2026 SRTC Unified List Project Status	Anticipated NHFP Funding Request Amount	Evaluation Criteria Scores						Total
					Preservation	Safety	Stewardship	Mobility	Economic Vitality	Environment	
1	Sullivan/Trent Interchange	Spokane Valley	Development	\$3,000,000	20	16	1	15	16	5	73
2	Latah Bridge Rehabilitation Design Only	Spokane	Development	\$2,000,000	20	12	1	10	11	10	64
3	Argonne Road Project #2 Argonne Road/Upriver Drive Intersection Improvements	Spokane County	Development	\$4,300,000	12	20	1	15	14	0	62
4	Barker/I-90 Interchange	Spokane Valley	Initiation	\$2,000,000	12	20	1	15	13	0	61
5	Monroe Street Bridge	Spokane	N/A	\$3,745,000	12	12	1	15	13	5	58
6	21st Avenue Improvements Phase 1 Garfield Road to Hayford Road	Airway Heights	N/A	\$1,697,000	0	20	1	15	15	5	56
7	Harvard Road/ BNSF Grade Separation Planning Study*	Spokane County	N/A	None	6	20	1	15	13	0	55
8	Inland Empire Way Northbound Only	Spokane	Initiation	\$5,408,000	0	12	4	15	14	5	50

*This project is included to demonstrate its prioritization through the project evaluation process but is not yet eligible for funding because the planning phase has not been completed. Although planning is a potentially NHFP-eligible activity, WSDOT requires project sponsors to complete all necessary planning and feasibility work before applying for FFY 2027–2032 NHFP funds to ensure reliable cost estimates and confirm that projects are ready to advance into design and construction.

Project Evaluation Criteria

Goals	Evaluation Criteria	Measures	Points
Preservation	Improve state of good repair of freight infrastructure	Pavement or bridge condition in project area	20
Safety	Prevent or reduce serious injuries and fatalities	Fatal and serious injury crashes in project area since 2020	20
Stewardship	Matching funds	Non-federal match percentage of project cost	10
Mobility	Reduce congestion and improve reliability	Travel time reliability in project area	15
Economic Vitality	Support economic activity and employment	Distance to the nearest freight cluster	7
	Located on FGTS Network	FGTS designation or equivalent truck traffic volume	7
	Intermodal connectivity between modes	Degree of connection to an intermodal facility	6
Environment	Reduce negative impacts on stormwater runoff	Address stormwater impacts above min. requirements	5
	Reduce freight's negative impacts on wildlife habitats	Address wildlife impacts if in WDFW Priority Habitat Area	5
	Reduce freight's negative impacts on fish passage	Corrects fish passage barriers in project area	5
Total Points Possible			100



RESOLUTION
of the BOARD OF DIRECTORS of the
SPOKANE REGIONAL TRANSPORTATION COUNCIL
R-26-08

**AUTHORIZING SUBMITTAL OF THE FFY 2027-2032 NATIONAL HIGHWAY FREIGHT PROGRAM REGIONAL
PRIORITY PROJECTS LIST TO WSDOT FOR FUNDING CONSIDERATION**

WHEREAS, the Spokane Regional Transportation Council (SRTC) Board of Directors serves as the Metropolitan Planning Organization (MPO) for the Spokane Metropolitan Planning Area (SMPA) and as the Regional Transportation Planning Organization (RTPO) for Spokane County; and

WHEREAS, the Washington State Department of Transportation (WSDOT) has requested that all MPOs and RTPOs in Washington state submit regional priority freight projects for consideration under the FFY 2027-2032 National Highway Freight Program (NHFP); and

WHEREAS, the SRTC Board of Directors is the governing body of SRTC and is responsible for establishing agency policy and regional transportation funding priorities.

NOW, THEREFORE BE IT RESOLVED, that the SRTC Board of Directors hereby authorizes submittal of the following Regional Freight Priority Projects List to WSDOT for FFY 2027-2032 NHFP funding consideration:

1. Sullivan/Trent Interchange
2. Latah Bridge Rehabilitation
3. Argonne Road Project #2: Argonne Road/Upriver Drive Intersection
4. Barker/I-90 Interchange
5. Monroe Street Bridge
6. 21st Avenue Improvements, Phase 1: Garfield Road to Hayford Road
7. Harvard Road/BNSF Grade Separation
8. Inland Empire Way (Northbound Only)

ADOPTED: 02/12/2026

ATTEST

Anadia Grier
SRTC
Clerk of the Board

Council Member Kitty Klitzke
City of Spokane
Vice Chair, SRTC Board of Directors



To: SRTC Board of Directors
From: Lois Bollenback, Executive Director
Topic: MPO-RTPO Overview and Upcoming Activities in CY 2026

Requested Action:

None. For information and discussion.

Key Points:

- The Spokane Regional Transportation Council (SRTC) is the Metropolitan Planning Organization (MPO) serving the Spokane Metropolitan Planning Area (MPA) as designated under federal law ([23 CFR 450](#)).
- SRTC is also established under state law ([RCW 47.80](#)) to serve as the Regional Transportation Planning Organization (RTPO) in the Spokane Region.
- There are a variety of requirements associated with serving as an MPO and RTPO. There are also optional activities that can be pursued to benefit the region.
- In this presentation, SRTC staff will review the role of an MPO and RTPO as well as some of the activities that will be undertaken by SRTC in Calendar Year 2026

Board/Committee Discussions:

This is the first presentation to the Board of this topic. The TTC and TAC also received a presentation on this topic at their 1/28/2026 meetings.

Public Involvement:

All SRTC Board and Committee meetings are open to the public.

Staff Contact: Lois Bollenback, SRTC | lbollenback@srtc.org | 509.343.6370



To: SRTC Board of Directors
From: Savannah Creasey, Communications & Public Relations Coordinator
Topic: Public Participation Plan (PPP) Update – Overview

Requested Action:

None. For information and discussion.

Key Points:

- The Public Participation Plan, or PPP, is a federally required document that serves as a formal strategy outlining how SRTC will engage and involve the public throughout its planning process and activities ([23 CFR 450.316](#)).
- The PPP also informs the public about how they can participate in SRTC's activities and outreach program. The plan outlines annual opportunities for involvement, anticipated public comment periods, and the process for considering public input throughout SRTC's work. Additionally, it outlines tools, methods, and definitions that ensure meaningful public engagement takes place.
- The document is both a public-facing resource and a detailed commitment for SRTC staff to refer to as they execute their work plans.
- The [PPP](#) was last updated in 2021, and can be found at SRTC's website on the [Public Involvement](#) page.
- SRTC has undergone many updates to its outreach program since the last PPP update. Most notably, SRTC launched a new brand and website in February 2025.
- SRTC staff will discuss planned document updates, outreach efforts, and the timeline for the PPP Update.
- Feedback and input on the PPP update process are welcome and appreciated.

Board/Committee Discussions:

This is the first Board presentation on the 2026 PPP Update.

Public Involvement:

All SRTC Board and committee meetings are open to the public. Staff have launched an online survey and an in-person activity that will be displayed at the Lunar New Year Celebration on February 14. There will be an outreach workshop at the next TAC and TTC meeting, and a February meeting with communication professionals at public agencies in the region.



To: SRTC Board of Directors
From: Lois Bollenback, Executive Director
Topic: Executive Director's Monthly Report

Requested Action:

None. For information only.

Key Points:

Administrative Business: In accordance with the TAC bylaws, SRTC staff will seek direction from the Board regarding a vacancy in the Alternate position for the TAC.

Ongoing/Upcoming Public Events & Activities

- SRTC staff attended the GSI State of Education Breakfast (1/13/2026), the WTS Safer Intersections luncheon (2/5/2026), and the Commute Smart NW Annual Awards luncheon (2/5/2026).
- Outreach associated with development of the Human Services Transportation Plan (HSTP) included staffing of an info kiosk at the STA Plaza (1/30/2026) and a tabled event at the New Hope Resource Center (2/3/2026).

*Stop by the SRTC information table at the Lunar New Year Event
on February 14th at the Spokane Convention Center !!*

Transportation Funding – Awards & Opportunities

- WSDOT recently announced funding awards from Round 1 of the National Electric Vehicle Infrastructure (NEVI) Program. Locations for charging stations in the Spokane region include US-395 in Deer Park and I-90 in Veradale.

Grant Program	Close Date	Available Funding	Agency
Better Utilizing Investments to Leverage Development (BUILD)	2/24/2026	\$1.5 billion	USDOT
Strengthening Mobility & Revolutionizing Transportation (SMART) Grants Program Round 2	TBD	\$500 million	USDOT
Grid Resilience and Innovation Partnerships (GRIP) Program	TBD	~\$3-4 billion	USDOE

Staff Contact: Lois Bollenback, SRTC | lbollenback@srtc.org | 509.343.6370



JAN 22 2026

AGENDA ITEM 9
ATTACHMENT

January 16, 2026

Spokane Regional Transportation Council
421 W Riverside Avenue, Suite 504
Spokane, WA 99201

Re: Appreciation for Long-Term Support on the Argonne Road Project

To the SRTC Board and Staff,

On behalf of the City of Millwood, I want to express our sincere appreciation for the funding support SRTC has provided over the many years of work that led to the completion of the Argonne Road project.

This was a complex effort that took time, coordination, and patience. The funding SRTC committed allowed the City to advance a much-needed improvement that we could not have delivered on our own. The project has already made a noticeable difference in safety and operations, and our community is grateful for the regional investment that made it possible.

I also want to thank Eve McMenamy in particular. Her patience, guidance, and steady communication helped Millwood navigate each step of the process. Her support was invaluable to the success of this project.

As Millwood's new mayor, I look forward to continuing a strong partnership with SRTC and working together on future transportation needs that benefit our residents and the region.

Thank you again for your long-term support.

Sincerely,
Mayor Beese
City of Millwood



Transportation Technical Committee

ACTION ITEMS

CONSENT AGENDA

The consent agenda, which included the December TTC meeting minutes and the February TIP Amendment, was approved.

Mr. Jennings made a motion to approve the Consent Agenda as presented. Mr. Greene seconded the motion. The motion was passed unanimously.

FFY 2027-2032 NATIONAL HIGHWAY FREIGHT PROGRAM (NHFP) REGIONAL PRIORITY FREIGHT PROJECTS LIST - FINAL

Mr. Fletcher presented the proposed 2027-2032 NHFP Regional Priority Freight Projects List and explained SRTC's role in submitting a coordinated regional list to WSDOT for a competitive statewide selection process, with about \$11 million per year expected statewide. He noted that eight projects rose to the top based on scoring and regional balance, two projects were withdrawn by their sponsors, and one planning project will remain on the list without a funding request due to current program priorities.

Ms. Note made a motion to recommend FFY 2027-2032 National Highway Freight Program (NHFP) Regional Priority Freight Projects List – Final as presented. Mr. Picanco seconded the motion, and the motion passed unanimously.

INFORMATION AND DISCUSSION ITEMS

MPO-RTPO OVERVIEW AND UPCOMING ACTIVITIES IN 2026

Ms. Bollenback gave an overview of MPO and RTPO roles, explaining how SRTC supports regional transportation planning through required activities like the MTP and TIP, optional planning efforts, and coordination among local, state, and federal partners, while not directly building projects. She also previewed a full 2026 work program focused on core planning duties, public outreach, safety and freight initiatives, and support for partner projects, noting that staff capacity for additional work is limited.

PUBLIC PARTICIPATION PLAN (PPP) UPDATE OVERVIEW

Ms. Creasey reviewed the purpose of the federally required Public Participation Plan (PPP) and explained that SRTC is beginning an update to reflect expanded outreach efforts, a new brand and website, evolving engagement methods, and current federal requirements. She outlined planned outreach activities and a timeline leading to Board adoption in July, and invited members to share suggestions and help coordinate outreach with their agencies.

AGENCY UPDATE AND FUTURE ITEMS

Mr. Fletcher shared three updates: a grant opportunity through the Cascade Bicycle Club for teen bicycle education programs, with awards between \$75,000 and \$250,000; the launch of the interactive online companion to Horizon 2050 on SRTC's website; and the likelihood that the March TTC and TAC meetings will be canceled, with confirmation to come closer to the date.



Transportation Advisory Committee

ACTION ITEMS

CONSENT AGENDA

The consent agenda, which included the December TAC meeting minutes and February TIP Amendment, was approved.

Mr. Braaten made a motion to approve the Consent Agenda as presented. Ms. Melby seconded the motion. The motion passed unanimously.

FFY 2027-2032 NATIONAL HIGHWAY FREIGHT PROGRAM (NHFP) REGIONAL PRIORITY FREIGHT PROJECTS LIST - FINAL

Mr. Fletcher presented SRTC's final 2027-2032 NHFP Regional Priority Freight Projects List and outlined the process for submitting a coordinated regional list to WSDOT for a competitive statewide selection, with funding assumed to be about \$11 million per year statewide if authorized. He explained that eight projects were prioritized based on scoring and regional balance, two were withdrawn by their sponsors, and one planning project will remain on the list without a funding request, with application deadlines set to meet WSDOT's February submittal timeline.

Mr. Barber made a motion to recommend FFY 2027-2032 NHFP Regional Priority Freight Projects List – Final as presented. Mr. Hansen seconded the motion. The motion passed unanimously.

INFORMATION AND DISCUSSION ITEMS

GUEST PRESENTATION: SULLIVAN/TRENT INTERCHANGE

Mr. Clark updated the committee on the Sullivan/Trent Interchange project, explaining that the City is now advancing a revised “jug handle” design after earlier plans for a “peanut” roundabout became more costly and complex due to updated multimodal standards, railroad requirements, right-of-way impacts, and major construction disruptions. The jug handle option is expected to provide similar overall operations with reduced queuing on Sullivan, lower cost, fewer construction impacts, and continued coordination with stakeholders as the project moves toward a likely construction window of 2028 or later.

MPO-RTPO OVERVIEW AND UPCOMING ACTIVITIES IN 2026

Mr. Kloskey gave an overview of SRTC's role as both an MPO and RTPO, outlining required planning responsibilities such as the MTP, TIP, and other core functions, and previewed key 2026 work items, including TIP development, data updates, outreach efforts, and regional coordination. Ms. Bollenback highlighted upcoming initiatives, including economic analysis, a transportation funding study, and early discussions about the future of the I-90 corridor, emphasizing the connection between long-range planning, studies, and projects programmed in the TIP.

PUBLIC PARTICIPATION PLAN (PPP) UPDATE OVERVIEW

Ms. Creasey outlined the upcoming update to SRTC's federally required Public Participation Plan, noting that the revision will reflect expanded outreach efforts, a new brand and website, evolving engagement methods, and current federal requirements. She reviewed planned outreach activities and a timeline leading to Board adoption in July, and encouraged committee members to share ideas and help connect SRTC with their communities.

AGENCY UPDATE AND FUTURE ITEMS

Mr. Kloskey thanked members for attending, welcomed new participants, and apologized for recent disruptions during virtual meetings caused by internet issues that staff are working to fix. He reminded attendees to contact Ms. Grier in advance for meeting parking, shared a grant opportunity through the Cascade Bicycle Club for teen bicycle education programs (applications due March 31), highlighted the new interactive online companion to the Horizon 2050 plan, and noted that the March committee meeting may be canceled pending confirmation.