



Board of Directors Meeting Minutes

Thursday, January 8, 2026- 1:00 pm

These minutes have been amended to correct the attendance list, which inadvertently omitted a member who was present.

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.

Matt Ewers
Rail/Freight 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 Kaminskis 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 Kaminskis confirmed the Board was comfortable proceeding with a single motion to elect the Board officers.

Council Member Haley made a motion to elect Mayor Kaminskis 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 Kaminskis 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 Kaminskas 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