



Board of Directors Meeting Minutes

Thursday, February 12, 2026- 1:00 pm

Chair Klitzke called the meeting to order at 1:00 pm, and attendance was taken.

Excused Absences:

Commissioner Josh Kerns Mayor Cris Kaminskas
Spokane County *City of Liberty Lake*

Commissioner French made a motion to approve excused absences. Mr. Otterstrom seconded the motion. The motion passed unanimously.

In attendance were:

Board Members:

Council Member Vincent Barthels
City of Cheney
Council Member Dianne Pfaeffle
City of Deer Park
Council Member Don Kennedy
City of Medical Lake
Mayor Shawna Beese
City of Millwood
Council Member Kate Telis
City of Spokane
Council Member Kitty Klitzke
City of Spokane
Council Member Pam Haley
City of Spokane Valley
Deputy Mayor Tim Hattenburg
City of Spokane Valley
Daniel Clark
Spokane Tribe
Doug Yost
Major Employer Rep.
Matt Ewers
Rail/Freight Rep.
Council Member Micki Harnois
Small Towns Rep.
Commissioner Al French
Spokane County
Karl Otterstrom (CEO)
STA
Council Member Cecilia Evans
Spokane Tribe
Char Kay
WSDOT-ER
Commissioner Kelly Fukai
WA Transp. Commission

Absent Members:

Council Member Jennifer
Morton
City of Airway Heights

Ex-Officio Members:

Mike Ankney
Inland NW AGC
(TAC Chair)
Tara Limon
STA
(TTC Chair)

Guests:

Wende Wilber
Kittleson & Assoc.
Andres Grageda
City of Spokane
Inga Note
City of Spokane
Katherine Miller
City of Airway Heights
Pete Fisch
City of Airway Heights
Glenn Wagemann
WSDOT-ER
Erik Lowe
Paul Kropp
Kelley Dolan
FHWA

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.
Ryan Stewart
Principal Transp. Planner
David Fletcher
Principal Transp. Planner
Megan Clark
Legal Counsel



2 Public Comments

There were no public comments.

ACTION ITEMS

3 Consent Agenda

Chair Klitzke called attention to items comprising the Consent Agenda, including:

- a. January Board Meeting Minutes
- b. CY 2026-2029 Transportation Improvement Program Amendment - February 2026
- c. CY 2025 Quarterly Budget Update
- d. Vouchers Paid for the Month of January
- e. Resolution R-26-06 Regarding a Public Records Index

Ms. Bollenback noted a minor error in the draft meeting minutes, which will be amended to reflect that Matt Ewers was present, not absent.

Commissioner French made a motion to approve the amendment. Mr. Otterstrom seconded the motion. The motion passed unanimously.

Council Member Telis made a motion to approve the Consent Agenda with the amendment to the minutes. Ms. Kay seconded the motion. The motion passed unanimously.

4 Appointments to the Administrative Committee for CY 2026

Ms. Bollenback provided a brief overview of the Administrative Committee for the benefit of newer Board members. She explained that each year, the Board establishes the Administrative Committee to support key governance functions. The Committee's responsibilities include developing the upcoming calendar year budget, conducting the Executive Director's annual performance evaluation, and monitoring the agency's annual audit. In some years, the Committee also undertakes additional administrative updates, such as the procurement manual revisions completed last year.

She noted that the overall committee structure was originally established by Resolution R-22-19 in 2022. Appointments to the Committee are made annually by resolution and updated as membership rotates or changes. A draft resolution for Calendar Year 2026 appointments was included in the meeting packet.

Ms. Bollenback explained that most Committee positions are prescribed under the original resolution, while a few appointments are recommended by the current SRTC Chair. Additional nominations may also be made by Board members during the meeting.

The Administrative Committee membership recommended by SRTC Chair Cris Kaminkas for Calendar Year 2026 is as follows:



- Chair: Mayor Cris Kaminskas
- Vice Chair: Council Member Kitty Klitzke
- Immediate Past Chair Representative: Council Member Pam Haley (Spokane Valley)
- Tier 1/Tier 2/Small Towns Representative: Council Member Micki Harnois
- Spokane Transit Authority Representative: Karl Otterstrom, CEO
- Washington State Department of Transportation Representative: Char Kay, Regional Administrator
- At-Large Representative: Commissioner Al French (Spokane County)

Chair Klitzke called for additional nominations. With none offered, nominations were closed.

Mr. Ewers made a motion to approve appointments to the administrative committee for CY 2026 as presented. Deputy Mayor Hattenburg seconded the motion. The motion passed unanimously.

5 FFY 2027-2032 National Highway Freight Program (NHFP) Regional Priority Freight Projects List – Final

Mr. Fletcher presented Agenda Item 5, an action item requesting Board approval of Resolution R-26-08 authorizing submission of the 2027–2032 National Highway Freight Program (NHFP) Regional Priority Freight Projects List to WSDOT for funding consideration.

He provided a brief overview of the process. WSDOT opened the NHFP solicitation in November, the first since 2022. The program provides federal funding to improve freight efficiency on the National Highway Freight Network. Approximately \$11 million per year is anticipated statewide for local projects, based on prior funding levels. As in past cycles, local agencies submit projects through their MPO or RTPO, and those regional lists are forwarded to WSDOT. A statewide project selection committee, comprising local and MPO representatives, will evaluate submissions.

Mr. Fletcher reviewed the timeline, noting that the list had been presented to the TTC and TAC the previous month. Local agencies must submit final applications by February 16 so SRTC can meet the state's February 27 deadline.

Staff reviewed projects included in Horizon 2050 and the Unified List of Regional Transportation Priorities and invited additional eligible submissions from local agencies. Thirteen projects were reviewed; two were withdrawn at the request of their sponsoring agencies, leaving eleven for consideration. Projects were evaluated using six criteria areas aligned with WSDOT's statewide scoring framework: preservation, safety, stewardship, mobility, economic vitality, and environment.

Based on scoring and funding considerations, staff recommended a cutoff at project number eight for inclusion on the regional priority list. Mr. Fletcher noted that the proposed list reflected natural scoring breaks, overall funding request amounts, and geographic distribution.



Before finalizing the list, Mr. Fletcher recognized a request from the City of Airway Heights to modify its submittal.

Ms. Katherine Miller, Public Works Director for the City of Airway Heights, requested that the 21st Avenue Improvements (Phase 1) project be withdrawn and replaced with the US 2 Multimodal Improvements Phase 1 project. She explained that since November, circumstances had changed, including the City's unsuccessful Safe Streets for All grant application. Given that the Board has already committed \$5 million to the US 2 Phase 1 project and the City faces a 2029 deadline to deliver it, staff determined that focusing resources on US 2 Phase 1 is the City's highest priority.

Ms. Miller noted that while the 21st Avenue project remains valid, it currently lacks committed funding and presents challenges in competitive scoring due to limited crash and preservation data. In contrast, the US 2 Phase 1 project addresses documented safety and mobility needs along a high-traffic corridor and aligns with prior regional commitments. The City requested inclusion of the US 2 Phase 1 project with a \$5 million funding request.

Board members discussed whether the replacement project should be rescored and how it should be ranked within the priority list. Mr. Fletcher indicated that due to the state deadline, there was insufficient time to rescore the project through the full committee process. However, based on an initial screening, the project would likely score similarly to the 21st Avenue project.

Members discussed whether the project should be placed at the bottom of the recommended list, given the absence of formal scoring. Mr. Otterstrom noted that while placing lower on the list may be reasonable procedurally, the project would likely have ranked near the top if it had been scored with the others.

Ms. Kay expressed support for replacing the 21st Avenue project with US 2 Phase 1, citing the extensive collaborative planning and investment along the US 2 corridor, increasing development pressures, safety improvements, multimodal enhancements, and coordination with Fairchild Air Force Base. She emphasized the corridor's regional significance and prior investments from multiple funding partners.

Ms. Bollenback confirmed that the request aligns with SRTC's stated priorities that include: 1) finish what we've started; 2) support member jurisdictions' highest priorities; and 3) advance the most competitive projects for a given program. She noted that the Board must determine how to reflect the requested change within the final ranked list.

Ms. Kay made a motion to replace the 21st Avenue Improvements Phase 1 project with US 2 Pedestrian and Multimodal Enhancements Phase 1. Council Member Haley seconded the motion. The motion passed unanimously.

Mr. Ewers made a motion to approve the FFY 2027-2032 National Highway Freight Program Regional Priority Projects List as amended. Mr. Otterstrom seconded the motion. The motion passes unanimously.



INFORMATION AND DISCUSSION

6 Guest Presentation: Managing I-90 Corridor Transportation Operations

WSDOT's Eastern Region Traffic Engineering Manager, Mr. Glenn Wagemann, provided an overview of I-90 operations from the Cheney/Four Lakes interchange to the Idaho state line. He explained how freeway performance is measured using Level of Service (LOS), which evaluates speed, density, and traffic flow. LOS ranges from A (free-flow conditions) to F (breakdown congestion). He noted that congestion typically results from high volumes combined with closely spaced ramps and merging activity that create friction points along the corridor.

Mr. Wagemann reviewed operating conditions by corridor segment, noting that the western portions of the corridor generally maintain stable levels of service with strong traffic flow, while certain central and eastern segments experience recurring congestion. He explained that eastbound congestion often begins near Freya due to short ramp spacing and merging. Prior to ramp metering, queues regularly extended west toward US-195 during peak hours. Further east, conditions near Sullivan and Harvard become unstable during peak periods due to lane drops, weaving, and concentrated exit demand.

He stated that approximately 60 percent of congestion along the corridor is caused by non-recurring events such as collisions, debris, special events, and work zones, while 40 percent is caused by recurring bottlenecks.

Mr. Wagemann summarized operational improvements implemented since 2018, including the addition of an incident response vehicle and installation of nine ramp meters, primarily eastbound. While ramp meters improve traffic flow, he emphasized that WSDOT installed these ramp meters first to reduce collisions and second for congestion. Data collected at locations such as US-195 and Walnut show measurable reductions in crash frequency and severity following installation. The Walnut ramp meter remain active outside peak-congestion periods for safety purposes. In response to a question, he confirmed that certain meters are operated primarily to reduce collisions rather than to manage traffic flow.

He described WSDOT's broader strategy for managing increasing travel demand, which prioritizes safety, preservation, maintenance, and operational improvements before pursuing major capacity expansions. Transportation Systems Management and Operations strategies include ramp metering, expanded incident response, additional traveler information signage, and consideration of Active Traffic Management tools such as variable speed and lane control systems. He also discussed coordination with transit partners to support flyer stops and emphasized the importance of utilizing the broader local street network to reduce short freeway trips that contribute to merging conflicts.

Looking ahead, Mr. Wagemann noted that WSDOT is evaluating long-term concepts in the Barker to Harvard segment, including the potential addition of a third eastbound lane and associated interchange modifications to reduce weaving and improve operations. These considerations are



being coordinated with Spokane Valley, Liberty Lake, Spokane County, and other partners through ongoing subarea planning efforts.

Board members raised questions about freight mobility and safety at the US-195 interchange, particularly regarding short merge distances and challenges for heavy trucks to accelerate. Mr. Wagemann acknowledged these concerns and stated that operational strategies, including Active Traffic Management and potential future bridge replacement, would be part of longer-term solutions. He reiterated that current operational tools are necessary to maintain acceptable levels of service and reduce collisions while broader capacity improvements are evaluated.

7 MPO-RTPO Overview and Upcoming Activities in CY 2026

Ms. Bollenback provided an overview of SRTC's role as both the federally designated Metropolitan Planning Organization (MPO) and the state-designated Regional Transportation Planning Organization (RTPO). She explained that the purpose of the presentation was to establish a common understanding of why SRTC exists and its role in the region.

She noted that MPOs were established in the 1960s in response to rapid suburban growth, increasing automobile ownership, and the expansion of the interstate highway system. At the time, there was no formal mechanism for coordination among jurisdictions or between local governments and the federal government on major transportation projects. This led to the creation of the "3C" planning process—continuing, cooperative, and comprehensive—designed to bring jurisdictions together regularly to coordinate regional transportation planning.

In the 1990s, the Washington State Legislature adopted the Growth Management Act (GMA), recognizing the importance of coordinating transportation and land-use planning at the regional level. To ensure statewide coverage, the Legislature created RTPOs for all areas of the state, including those not served by MPOs. SRTC serves as both the federal MPO and the state RTPO for the Spokane region.

Ms. Bollenback emphasized that SRTC's governing body is its Board of Directors. The Board establishes policy direction and priorities, while the Transportation Technical Committee, Transportation Advisory Committee, and staff provide analysis, data, and planning support to inform Board decisions.

She outlined SRTC's required activities, which include maintaining a long-range transportation plan, a five-year Transportation Improvement Program (TIP), and a two-year Unified Planning Work Program (UPWP). While these core documents are mandated by state and federal law, she explained that much of SRTC's value lies in how it uses its remaining planning resources to support member jurisdictions. This includes advancing priority projects, assisting with grant development, conducting outreach, and providing data and technical analysis tailored to local needs.

All activities are guided by Board-adopted guiding principles and federally required planning factors, including safety, mobility, economic vitality, environmental considerations, and coordination with land use. She noted that travel and tourism are also increasingly important considerations for the region.

Ms. Bollenback then highlighted major work efforts for the 2026 calendar year, including support for local comprehensive plan updates, the Human Services Transportation Plan, updates to the Public Participation Plan, a safety awareness campaign, economic analyses of priority projects, data



collection and intelligent transportation systems coordination, a funding study, truck parking analysis, and continued regional conversation regarding I-90 and its surrounding network. She emphasized that while recent discussion has focused on I-90 operations, long-term planning must also consider land use, parallel routes, and regional connectivity, as major infrastructure improvements require long lead times.

During discussion, Commissioner French requested additional context regarding the economic analyses being conducted. Ms. Bollenback explained that the scope of analysis varies depending on project needs. For example, current work in Airway Heights examines the development potential and job creation associated with the US-2 project. While SRTC does not conduct full cost-benefit analyses comparable to major federal grant applications, staff aims to provide substantive economic context to strengthen grant competitiveness and support legislative discussions. She noted that draft results would be shared with the Board for review and acceptance, though project sponsors ultimately determine how the analysis is used.

Ms. Bollenback concluded her presentation by reiterating that SRTC's role is to support member jurisdictions through coordinated, regionally informed transportation planning.

8 Public Participation Plan (PPP) Update – Overview

Ms. Creasey presented an update on the Public Participation Plan (PPP). She explained that the PPP is a federally required document that outlines how SRTC engages and involves the public in its planning activities. The plan serves two purposes: informing the public about opportunities to participate and guiding staff on SRTC's outreach commitments and requirements.

She noted that the PPP was last updated in 2021, shortly after the COVID-19 pandemic significantly altered outreach practices. Since that time, SRTC has expanded and refined its public engagement program, including adapting to hybrid engagement formats. Ms. Creasey, who joined SRTC in 2023 in a role dedicated to outreach, highlighted several improvements made since the last update, including growth of the annual Transportation Summit, increased participation in community events, expanded outreach options, and, most significantly, the 2025 launch of SRTC's new brand and website. As part of that effort, a consultant also developed an internal messaging guide to help staff tailor communications to the SRTC's vast audiences.

Ms. Creasey explained that staff is beginning the process of updating the PPP to reflect these changes. Planned updates include aligning the document with SRTC's new branding, reorganizing content to improve clarity and usability for both the public and staff, and better distinguishing between outreach to partner agencies and outreach to the general public. The update will also incorporate stakeholder feedback and ensure compliance with all federal requirements, including minor recommendations received during SRTC's recent federal certification review.

Planned outreach for the PPP update includes an online survey, in-person engagement activities at community events, presentations to the Equity Working Group, and workshop discussions with both advisory committees to gather technical and public perspectives. A 45-day public comment period will follow the release of the draft plan, which will include a public meeting. Staff anticipates presenting a draft to the Board in May and seeking adoption in July.



Ms. Creasey emphasized SRTC's commitment to coordinating outreach efforts with member jurisdictions and strengthening partnerships. In addition to working through the TTC, she has been connecting with communications professionals at member agencies to better understand local strategies and identify opportunities for collaboration. She invited Board members to share suggestions, including successful outreach approaches used in their communities.

During discussion, Council Member Klitzke suggested that staff connect with her jurisdiction's Office of Neighborhood Services, noting their effectiveness in reaching neighborhood-level audiences. Council Member Telis commented on the effectiveness of social media as an outreach tool.

INFORMATION

9 Executive Director's Monthly Report

Ms. Bollenback provided several updates.

She first noted that as planning projects begin in spring, upcoming Board agendas may be lighter. Staff is evaluating whether to cancel the April meeting and redistribute agenda items to surrounding months. She stated that confirmation would be provided at the next meeting.

Ms. Bollenback then highlighted House Bill 2134, currently under consideration in the state legislature. The bill would require RTPOs in 12 specified counties, including Spokane County, to incorporate reductions in greenhouse gas emissions and vehicle miles traveled into their regional transportation plans. She noted that SRTC recently completed its long-range plan under current federal and state requirements, which do not mandate those measures. While she did not comment on the policy merits of the proposal, she expressed concern that RTPOs are not financially resourced to undertake the additional analytical work required. She explained that RTPO funding has remained largely stagnant since the 1990s and that new mandates without additional funding would create significant challenges. She also reminded the board that increasing funding to support RTPO requirements has been a priority for SRTC for several years.

Ms. Bollenback then turned to a procedural matter regarding the Transportation Advisory Committee (TAC). She reminded the Board that the TAC is SRTC's citizen-based advisory committee, reconstituted every two years, and that two alternate positions were recently added. Shortly before the last Board meeting, one alternate withdrew, creating a vacancy in an alternate position. Upon reviewing the bylaws, staff determined that while the process for filling voting member vacancies is clearly outlined, the bylaws are silent on filling alternate position vacancies. Ms. Bollenback requested Board direction on whether to fill the position using the existing applicant list, leave it vacant, or reopen the recruitment process.

Commissioner French recommended reopening the solicitation process to fill the vacancy. Council Member Klitzke agreed, noting that the prior applicant pool had been limited. Mr. Otterstrom asked about timing and whether it would be preferable to wait until the next regular recruitment cycle. Ms. Bollenback explained that vacancies can arise throughout the two terms and are addressed as needed to maintain committee function. She confirmed that 10 of the 14 seats were in place at the end of the last term. Mr. Ewers questioned whether recruiting specifically for an alternate



position would generate interest. Ms. Bollenback clarified that alternates participate fully in discussions and serve as ready replacements for voting members when needed. Council Member Telis added that the alternate role offers a lower-commitment opportunity to get involved. The Board expressed consensus to reopen the application process to fill the alternate position.

10 Transportation Technical Committee & Transportation Advisory Committee Meeting Summaries

No questions or comments.

11 Board Member Comments

Mr. Ewers requested that future guest presentations include dedicated time for Board questions, noting that additional discussion time would have been helpful for the I-90 presentation. Mr. Otterstrom reported that STA continues to investigate last month's incident involving a double-decker bus and anticipates reintroducing the vehicles later this month, with additional safety protocols in place. He also shared that Congress approved and the President signed the federal fiscal year 2026 budget, which includes \$82 million for the Division Street BRT project, though additional steps remain before funds are formally obligated. Ms. Kay announced that the North Spokane Corridor Stage 2 project is currently under advertisement, with bid opening scheduled for February 25. She noted that it is the largest transportation project in the region to date, with an estimated value of \$200-\$225 million, and that it includes the state's first project labor agreement.

12 Chair Comments

There were no Chair comments. The meeting adjourned at 2:30 p.m.

Anadia Grier, Clerk of the Board