



Board of Directors Meeting Minutes - Draft

Thursday, May 14, 2026 - 1:00 pm

1 Call to Order/ Excused Absences

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

Excused Absences:

Council Member Micki Harnois
Small Towns Rep.

Council Member Haley made a motion to approve excused absences. Deputy Mayor Hattenburg 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
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
Kalispel Tribe
Doug Yost
Major Employer Rep.
Matt Ewers
Rail/Freight Rep.
Commissioner Josh Kerns
Spokane County
Karl Otterstrom (CEO)
STA
Council Member Cecilia Evans
Spokane Tribe
Char Kay (RA)
WSDOT-ER
Commissioner Kelly Fukai
WA Transp. Commission

Absent Members:

Council Member Jennifer
Morton
City of Airway Heights
Commissioner Al French
Spokane County

Ex-Officio Members:

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

Guests:
Kevin Picanco
City of Spokane
Brandi Colyar
Spokane County

Staff:

Lois Bollenback
Executive Director
Eve McMenamy
Deputy Exec. Director
Greg Griffin
Admin Services Manager
Anadia Grier
Admin-Executive Coor.
Ryan Stewart
Principal Transp. Planner
David Fletcher
Principal Transp. Planner
Michael Redlinger
Assoc. Transp. Planner 3
Ben Kloskey
Assoc. Transp. Planner 2
Angela Paparazzo
Assoc. Transp. Planner 1
Megan Clark
Legal Counsel



2 Public Comments

There were no public comments.

ACTION ITEMS

3 Consent Agenda

Chair Kaminskis reviewed items comprising the Consent Agenda, including:

- a. March Board Meeting Minutes
- b. CY 2026-2029 Transportation Improvement Program (TIP) Amendment – May 2026
- c. Vouchers Paid for the Month of March & April
- d. Electronic Funds Transfer (EFT) Policy – Approval
- e. CY 2026 Quarter 1 Budget Update

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

4 CY 2027 Unified List Process & Criteria – Final

Mr. Fletcher presented the final proposed process and evaluation criteria for the Calendar Year 2027 Unified List. He explained that the Unified List is a strategic planning tool used by SRTC to communicate the region's transportation funding priorities to state and federal legislators for potential grant and funding opportunities. Projects on the list are drawn from Horizon 2050, SRTC's long-range Metropolitan Transportation Plan (MTP), and represent projects seeking funding but not yet fully funded to move into the Transportation Improvement Program (TIP).

Mr. Fletcher described how projects progress through the Unified List process. New projects are added annually, while fully funded projects are removed and moved into the TIP. Projects are grouped into three phases: initiation, development, and implementation, depending on how far along they are in planning and funding. He also reviewed the timeline for the 2027 update cycle, noting that project applications from member agencies will be accepted through June 12, followed by staff review and validation. Draft versions of the list will then return to the Board later in the year for review and approval.

Mr. Fletcher explained that the evaluation criteria used to score projects are organized into seven categories aligned with SRTC's guiding principles. While historically the categories have all been weighted equally, staff are proposing increased weighting for two categories this year: operations, maintenance, and preservation and safety and security. He said the proposed changes were informed by recent planning efforts, public outreach conducted during the Horizon 2050 update, and updated regional data identifying the region's greatest transportation needs.

Several updates were proposed within the economic vitality category to reflect revised regional activity center classifications developed during the Horizon 2050 process. Mr. Fletcher noted that many of the criteria questions focus on improving access and mobility to these centers, and the updated methodology required corresponding changes to the scoring criteria.



For the operations maintenance and preservation category, staff proposed increasing the available points from 30 to 50 and reiterated that this reflects strong public feedback emphasizing the importance of preserving and maintaining the existing transportation system. Staff also proposed adding new scoring measures related to improving travel time reliability on congested corridors and incorporating strategies identified in the region's updated Congestion Management Process.

Mr. Fletcher also reviewed proposed updates to the safety and security category, which would similarly receive increased weighting. New criteria would award points to projects that address safety concerns along the region's High Injury Network, as identified in the Regional Safety Action Plan, and to projects that address safety issues in areas with high severity-weighted crash rates. He explained that staff also revised the criteria in response to feedback from earlier discussions and planning efforts, recognizing that some projects may contribute to broader regional safety strategies even if they do not fit within traditional safety countermeasure categories. Under the revised criteria, projects that incorporate broader safety approaches may also receive points if agencies can provide documentation demonstrating that these strategies would meaningfully reduce fatal and serious-injury crashes.

During discussion, Mr. Otterstrom discussed how transit investments could qualify as safety-related strategies under the revised criteria. It was clarified that projects designed to increase transit ridership could receive points for both contributing to broader safety improvements and, when applicable, addressing issues within designated High Injury Network corridors.

Council Member Haley made a motion to approve Resolution R-26-13 Approving the CY 2027 SRTC Unified List Project and Evaluation Criteria as presented. Council Member Kennedy seconded the motion. The motion passed unanimously.

5 City of Millwood Comprehensive Plan Update Certification

Mr. Stewart presented the City of Millwood's 2026-2046 Comprehensive Plan certification request and asked the Board to approve Resolution R-26-14, certifying that the plan is consistent with state requirements. He explained that, as the Regional Transportation Planning Organization (RTPO) for Spokane County, SRTC is required under state law to review local comprehensive plans and certify that they are consistent with the region's long-range transportation plan, Horizon 2050. He noted that SRTC must also ensure that required planning elements and state-mandated updates are included in local plans.

Mr. Stewart provided an overview of several state requirements related to the certification process, including recent provisions involving State Environmental Policy Act (SEPA) exemptions for certain housing and mixed-use developments. He explained that the exemption process allows environmental and transportation impacts to be analyzed at the comprehensive plan level rather than during individual project permitting. However, he noted that during SRTC's recent update to its certification process, local planners, engineers, and agency representatives emphasized the importance of close coordination with the Washington State Department of Transportation (WSDOT) when considering the use of those exemptions, given the potential transportation



impacts.

Mr. Stewart also reviewed SRTC's updated comprehensive plan certification process, which was developed through a regional working group and adopted by the Board earlier in the year. He stated that the City of Millwood was the first jurisdiction in Spokane County to complete the updated certification process, having adopted its comprehensive plan in November 2025 and later submitting the required certification checklist for SRTC review. Staff determined that the city's transportation element and related materials met the required standards and were consistent with Horizon 2050.

He noted that several checklist items were marked as not applicable because Millwood does not intend to use the SEPA exemption process and, due to its population of fewer than 6,000 residents, is not required to complete certain climate-related planning requirements, such as greenhouse gas and vehicle miles traveled reduction strategies.

There were no questions or comments.

Deputy Mayor Hattenburg made a motion to approve Resolution R-26-14 Certifying the City of Millwood's 2026-2046 Comprehensive Plan as presented. Ms. Kay seconded the motion. The motion passed unanimously.

6 CY 2026-2029 Transportation Improvement Program (TIP) Retroactive Amendment – April 2026

Mr. Kloskey presented the April amendment to the 2026–2029 Transportation Improvement Program (TIP) and requested retroactive approval of Resolution R-26-15. He explained that the amendment was brought forward as an action item rather than on the consent agenda because it involved contingency list funding, which requires approval by the Board of Directors. He also noted that retroactive approval was necessary because the Board did not hold a meeting in April.

Mr. Kloskey reviewed the purpose of SRTC's TIP Guidebook, which outlines the agency's policies and procedures for administering the TIP program and is updated annually. He explained that, under the guidebook policies, SRTC maintains a Board-approved contingency list of projects that may receive future funding if previously awarded funds become available.

He stated that the City of Spokane requested a shift of approximately \$1.35 million in preservation funding after receiving separate funding through the National Highway System Asset Management Grant program for the Ash Street and Monroe Street grind and overlay projects. Because those projects secured outside funding, the City requested that the released TIP funds instead be directed to the Crestline Street chip seal project, which was the next eligible project on the contingency list. The City will return approximately \$204,000 to SRTC for future redistribution.

Mr. Kloskey explained that although several City of Spokane projects ranked highly on the contingency list, the City indicated that geographic equity and local priorities influenced its decision to advance the Crestline Street project instead of another higher-ranked project. He also



reviewed the criteria staff considers when evaluating contingency list funding requests, including project eligibility, readiness, ability to fully fund a project phase, annual funding targets, and the overall distribution of available funds. Staff ultimately recommended approval of the requested funding shift.

During discussion, Ms. Kay asked whether pavement condition factored into the contingency list decision-making process. Mr. Kloskey clarified that pavement condition is evaluated during the original preservation call for projects and contributes to the initial project scoring, but projects on the contingency list are not rescored when funding becomes available. Instead, staff rely on the original application rankings and scores established during the initial evaluation process.

Council Member Telis made a motion to retroactively approve Resolution R-26-15 Adopting the April Amendment to the 2026-2029 Transportation Improvement Program (TIP) as presented. Deputy Mayor Hattenburg seconded the motion. The motion passed unanimously.

INFORMATION AND DISCUSSION

7 Safe Streets and Roads for All (SS4A) Grant Application for FFY 2026

Mr. Kloskey presented information regarding a potential application for the federal Safe Streets and Roads for All (SS4A) grant program for Federal Fiscal Year 2026. He began with an overview of SRTC's previous involvement with the program, noting that the Regional Safety Action Plan (RSAP) was SRTC's first SS4A-funded effort and helped establish the foundation for future regional safety grant opportunities for both SRTC and local partner agencies. Building on that work, SRTC was later awarded a Safety Education Campaign grant, which is scheduled to begin in May 2027 following delays at the federal level. Mr. Kloskey also noted that SRTC applied last year for funding to support AI-based camera data collection efforts, but the application was not awarded.

Mr. Kloskey explained that the SS4A program supports projects focused on improving roadway safety and reducing fatal and serious injury crashes. He noted that the program may not continue beyond this year because it is tied to the federal Infrastructure Investment and Jobs Act (IIJA), making this potentially the final opportunity to apply for available funding. He stated that approximately \$1 billion is available nationwide and that applications are due May 26.

He reviewed the types of grants available through the program, noting that SRTC is eligible for planning and demonstration grants rather than implementation grants. Planning and demonstration grants support activities such as updating safety action plans or testing potential safety strategies on a temporary basis to better understand their effectiveness before permanent improvements are constructed. Implementation grants, which local agencies may pursue directly, fund permanent infrastructure and safety improvements identified through an adopted safety action plan.

Mr. Kloskey stated that staff considered several regional safety concerns when evaluating potential grant applications, including speeding, distracted driving, impaired driving, and the safety of vulnerable roadway users, such as pedestrians and bicyclists. He also reviewed feedback



received during public outreach for the Regional Safety Action Plan, which identified priorities such as safer street design, additional sidewalks, improved lighting, reduced intersection conflicts, and separated bicycle facilities. He explained that many of those improvements involve construction projects that SRTC cannot directly implement, which leads staff to focus on projects where SRTC can provide regional planning and data support.

Staff previously discussed several possible grant concepts with the Transportation Technical Committee (TTC) and Transportation Advisory Committee (TAC), including a “quick build” call for projects and a regional sidewalk inventory effort. Mr. Kloskey explained that both committees raised concerns regarding the feasibility and administrative burden of implementing quick-build projects with federal funding requirements, while the sidewalk inventory concept overlapped with existing local and statewide efforts. As a result, staff narrowed their focus to two primary options: reapplying for the AI camera data collection project or expanding work related to the region’s High Injury Network update already identified in SRTC’s Unified Planning Work Program (UPWP).

During discussion, Ms. Kay asked questions regarding local agency participation in the SS4A program and the role of the Regional Safety Action Plan in helping agencies compete for grant funding. Mr. Kloskey explained that several regional partners, including the City of Spokane, Spokane County, and the City of Airway Heights, are pursuing implementation grants. Ms. Bollenback noted that while many larger agencies were already aware of their major safety concerns, the RSAP provided the required framework needed to access SS4A funding and helped strengthen regional coordination around safety priorities.

Considerable discussion focused on the proposed AI camera data collection project. Mr. Kloskey explained that the cameras would be used to better understand roadway conditions and near-miss incidents at high-crash locations, to identify effective safety improvements before crashes occur. The project would use artificial intelligence to analyze traffic behavior patterns while removing personally identifiable information such as faces and license plates. Staff noted that feedback from the federal government following the previous application cycle indicated that future applications would need more specific project locations and clearer cost details to be more competitive.

Board members raised questions and concerns regarding camera placement, project management responsibilities, public records requests, data storage, privacy considerations, and coordination with local jurisdictions and WSDOT. Mr. Kloskey explained that the cameras would likely operate through a cloud-based vendor platform and that local jurisdictions would have access to collected data. Staff also noted that SRTC’s intent would be to use the system solely for transportation safety analysis rather than law enforcement purposes. Several members emphasized the need to carefully consider legal requirements, public transparency, and public perception related to the use of AI and traffic cameras.

Some Board members expressed concern that the short 12-day application timeline would make it difficult to fully address the many policy, operational, and public communication questions associated with the AI camera concept. Others emphasized that the region should continue to



pursue available federal funding opportunities, even as projects are still evolving, noting that submitting applications demonstrates regional interest and keeps future opportunities open. Staff acknowledged both perspectives and reiterated that the application process for planning grants is relatively straightforward compared to implementation grants.

Board members and staff also discussed the possibility of expanding the High Injury Network update already included in SRTC's work program. Ms. Kay suggested that grant funding could support development of a broader or more user-friendly GIS-based safety analysis platform while also helping offset existing planning costs. Ms. Bollenback noted that the overall scope and funding level associated with the High Injury Network update would be relatively modest compared to the larger AI camera proposal.

Additional discussion focused on how the proposed AI camera project would differ from the existing regional Traffic Management Center camera system. Mr. Kloskey clarified that the project would function separately from the Traffic Management Center and would specifically use AI technology to analyze roadway behaviors and near misses rather than simply provide live traffic monitoring. Ms. Kay reminded the group that existing Traffic Management Center cameras do not record footage.

Several Board members ultimately expressed support for continuing to pursue available grant opportunities despite uncertainties surrounding future federal funding, project timelines, and evolving technology. Staff noted that receiving a grant award would not obligate SRTC to proceed if concerns could not be resolved later during the contracting and implementation stages. By the conclusion of the discussion, the Board generally supported staff moving forward with preparing an SS4A application while continuing to refine the project concept and evaluate implementation considerations.

8 Office Lease: Continued Use of the Riverside Conference Room

Mr. Griffin provided an update on the status of SRTC's office lease and the continued use of the Riverside Conference Room (Suite 504). He explained that SRTC originally leased office space in Suite 500 in 2016 and later amended the lease in 2017 to include use of the Riverside Conference Room through May 2024. In 2024, SRTC worked with a commercial broker to evaluate several office locations before ultimately approving a second amended lease that extends occupancy at the Paulsen Center through May 2031. As part of that lease agreement, SRTC received complimentary use of the Riverside Conference Room for two years, with that arrangement ending in May 2026.

Mr. Griffin stated that beginning June 26, the Riverside Conference Room will become available as a rentable meeting space managed by the Paulsen Center. To continue using the room for Board meetings, SRTC staff worked with Paulsen Management and legal counsel to develop a memorandum of understanding (MOU) outlining responsibilities and expectations for both parties. Under the proposed arrangement, SRTC would receive a discounted rental rate of \$50 per hour and priority scheduling access for meetings.



He also explained that SRTC committee and smaller group meetings will move to the Selkirk Room within Suite 500, which previously served as the agency's original boardroom prior to Agency leadership determining that the space was insufficient for the size of the Board, staff and visitors; and directed SRTC staff to procure a larger meeting space.. Mr. Griffin noted that the building plans to repaint and refresh the Riverside Conference Room following the meeting. He further stated that no amendment to SRTC's 2026 operations budget is anticipated as a result of the additional meeting room costs for the remainder of the year.

During discussion, Ms. Bollenback clarified that the proposed MOU and continued use of the room reflected staff's recommendation, but that the final decision rests with the Board. She noted that staff do not anticipate any major issues with the arrangement and believe it allows SRTC to continue using the space while maintaining lower overall financial obligations. Board members also confirmed that liability considerations had been addressed within the proposed MOU.

INFORMATION

9 Executive Director's Monthly Report

Ms. Bollenback provided updates on several upcoming SRTC activities and events. She highlighted an upcoming public open house scheduled for the following Thursday at the Spokane Central Library in partnership with Spokane Transit Authority (STA) and Special Mobility Services. The event will focus on the Coordinated Public Transit-Human Services Transportation Plan, which SRTC staff have been developing through extensive public outreach efforts. She encouraged Board members to attend if available and noted that, as with all public open houses, the discussion may include a broad range of transportation-related topics raised by community members.

Ms. Bollenback also informed members of the Administrative Committee that its meetings are expected to begin in June. She explained that the committee, which was established earlier in the year, has not yet met but will soon begin reviewing several policies and a memorandum of understanding (MOU). She added that budget development discussions for the following year are expected to begin in July.

In addition, Ms. Bollenback announced that SRTC's annual audit process was beginning and noted that the State Auditor's Office entrance conference would take place immediately following the Board meeting. She invited any interested Board members, particularly Administrative Committee members, to attend the conference.

10 Transportation Technical Committee & Transportation Advisory Committee Meeting Summaries

No questions or comments.

11 Board Member Comments

Ms. Kay thanked regional partner agencies for partnering with WSDOT during April work zone safety awareness activities. She stated that WSDOT intentionally expanded collaboration efforts this year to increase public awareness about work zone safety and highlighted the importance of



protecting transportation workers, contractors, and emergency responders during construction season.

Ms. Kay also provided an update regarding a major semi-truck rollover near the eastbound I-90 and Latah Valley merge area that significantly impacted east-west travel throughout Spokane County. She noted that all travel lanes reopened around 10:50 p.m. and highlighted the coordinated regional response efforts, including incident response teams, real-time traveler information, and alternate route coordination through the regional Transportation Management Center. She added that a separate dust storm-related collision on US-195 occurred during the same period, reinforcing the importance of maintaining a strong supporting transportation network alongside Interstate 90.

Ms. Bollenback discussed the growing importance of transportation system resiliency, noting that environmental conditions such as freeze-thaw cycles, wildfires, flooding, and erosion are creating increasing challenges for maintaining transportation infrastructure. She emphasized the need to continue focusing on preservation and resiliency planning throughout the regional transportation system.

Mr. Otterstrom reported that Spokane Transit Authority (STA) ridership has increased approximately five percent since early May, which he attributed in part to rising gas prices and improved weather conditions. He also shared that the Division Street Bus Rapid Transit project advanced to the next stage of the federal funding process and that the STA Board approved advancing Proposition 1 to the August primary ballot to seek renewal of the existing sales tax supporting the STA Moving Forward plan and Connect 2035 program.

12 Chair Comments

Chair Kaminskas thanked WSDOT, the Spokane Regional Transportation Council, the Transportation Improvement Board (TIB), and Spokane County for their support of the Kramer Bridge project. She shared that a serious crash near the Harvard Road roundabout temporarily restricted access in the area and stated that the Kramer Bridge provided an important alternate route during the incident, helping reduce additional congestion and demonstrating the value of transportation system redundancy and resiliency.

Chair Kaminskas also provided an update on a recent micromobility town hall hosted by the Liberty Lake Police Department. She explained that the event focused on educating the public about regulations related to electric bicycles, scooters, and similar devices. She noted that the discussion highlighted safety concerns, age restrictions, and legal requirements, particularly for younger riders, and stated that the session was intended to improve public awareness rather than propose stricter local regulations. She added that the event generated strong community interest and useful discussion among both parents and residents. The meeting adjourned at 2:17 p.m.