



Board of Directors Meeting Minutes

Thursday, September 10, 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 Pam Haley
City of Spokane Valley
Matt Ewers
Rail/Freight Rep.

Council Member Micki Harnois
Small Towns Rep.

Commissioner Al French
Spokane County

Council Member Klitzke made a motion to approve excused absences. Council Member Barthels 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
Mayor Shawna Beese
City of Millwood
Council Member Kate Telis
City of Spokane
Council Member Kitty Klitzke
City of Spokane
Deputy Mayor Tim Hattenburg
City of Spokane Valley
Daniel Clark
Kalispel Tribe
Doug Yost
Major Employer Rep.
Commissioner Josh Kerns
Spokane County
Karl Otterstrom (CEO)
STA
Council Member Cecilia Evans
Spokane Tribe
Char Kay
WSDOT-ER

Absent Members:

Council Member Jennifer Morton
City of Airway Heights
Council Member Dianne Pfaeffle
City of Deer Park
Council Member Don Kennedy
City of Medical Lake

Ex-Officio Members:

Tara Limon
STA
(TTC Chair)
Mike Ankney
(TAC Chair)

Guests:

Kevin Picanco
City of Spokane
Dan Wells
STA
Don Skillingstad
STA
Erik Lowe

Staff:

Lois Bollenback
Executive Director
Eve McMenamy
Deputy Executive Director
Greg Griffin
Admin Services Manager
Bailee Petersen
PR & Comms Coor.
Anadia Grier
Admin-Executive Coor.
Jason Lien
Transp. Planning Manager
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 2
Megan Clark
Legal Counsel



2 Public Comments

Mr. Erik Lowe provided a public comment on the proposed Transportation Improvement Program amendment related to the Spokane Falls Boulevard funding adjustment. He supported the project, citing anticipated safety and multimodal improvements with minimal impacts to vehicle travel times. Mr. Lowe stated that the project has undergone extensive public and stakeholder engagement and disputed concerns regarding insufficient outreach and potential traffic congestion. He cited traffic volumes and roadway capacity to support his position that the redesigned corridor would adequately accommodate regular and event-related traffic. Mr. Lowe also discussed the potential economic benefits of improved bicycle, pedestrian, and transit access and submitted information summarizing studies regarding business perceptions of customer travel modes and the economic effects of multimodal transportation improvements.

ACTION ITEMS

3 Consent Agenda

Chair Kaminskis listed items comprising the Consent Agenda, including:

- July Board Meeting Minutes
- CY 2026-2029 Transportation Improvement Program (TIP) Amendment – August & September 2026
- Vouchers Paid for the Month of July & August
- CY 2026 Budget Amendment
- Legal Counsel Services Contract Extension

Council Member Klitzke made a motion to approve the Consent Agenda as presented. Deputy Mayor Hattenburg seconded the motion. The motion passed unanimously.

INFORMATION AND DISCUSSION

4 Guest Presentation: Division St Bus Rapid Transit (BRT)

Mr. Dan Wells, Spokane Transit Authority (STA) Director of Capital Development, and Mr. Don Skillingstad, STA Senior Project Manager, provided an update on the Division Street Bus Rapid Transit (BRT) project. Mr. Wells explained that the project aims to improve mobility, safety, and access along the Division Street corridor by providing more frequent transit service and better connections for people traveling by bus, walking, and other modes. The long-term vision is to provide frequent BRT service between downtown Spokane and the Mead area using 60-foot zero-emission buses. The project is also intended to complement the North Spokane Corridor (NSC) with high-capacity transit.

Mr. Wells reviewed the project's history, noting that regional and local planning efforts have identified high-capacity transit on Division Street since 2008. More recently, the multi-jurisdictional DivisionConnects study identified BRT, active transportation improvements, improved east-west crossings, sidewalk connections, and transit-oriented development as corridor priorities.

Mr. Skillingstad described the first phase, referred to as the Minimum Operable Segment. This phase would provide 40 stations between downtown Spokane and the Hastings Park and Ride, including 38 new stations and improvements at the Plaza and Hastings Park and Ride. Initial



service is planned at 15-minute intervals, with the potential to increase frequency to 10 minutes or better in future phases. Annual ridership is projected at approximately 1.4 million riders, representing an estimated 52% increase over 2024 ridership on the route. Stations would have a similar look and feel to City Line and include amenities such as real-time arrival information and ticket vending machines at select locations.

The project would also introduce transit signal priority and Business Access and Transit (BAT) lanes. Transit signal priority would allow buses, under certain conditions, to move through intersections more efficiently by adjusting traffic signal timing. BAT lanes would be introduced along the Division/Ruby couplet, with the westernmost lane in each direction primarily serving transit vehicles while remaining available to other vehicles making turns into or out of businesses. Mr. Skillingstad emphasized that the proposal would not remove travel lanes.

Mr. Skillingstad reviewed project funding, including \$38.5 million in STA local funds and \$45 million of the \$50 million provided by the Washington State Legislature for the first phase. The remaining \$5 million in state funding is being reserved for a future phase. STA is also pursuing federal funding through the Federal Transit Administration's Small Starts Capital Investment Grant Program.

The project is currently in engineering and design, with the 60% design phase nearing completion and the 90% design phase expected to begin in October. The federal environmental review has been approved, and the state environmental review is expected to follow. STA is also undergoing a federal risk and readiness review as part of its grant application. The goal is to secure a federal grant agreement in spring 2027, complete final design, begin construction in 2028, and complete major civil construction by the end of 2029. Testing and other system work would follow, with revenue service anticipated around May 2031.

Mr. Skillingstad also described ongoing public outreach and coordination, including neighborhood council meetings, mailings, direct communication with property and business owners, open houses, project-specific community events, and online project information. STA continues to coordinate with the City of Spokane, Spokane County, and WSDOT throughout project development.

Mr. Wells concluded by discussing future phases. These include extending BRT service north to a future Mead Transit Center, expanding BAT lanes north of the initial 1.1-mile segment, and developing pedestrian and bicycle improvements on Ruby Street. STA has reserved \$5 million in state funding and matched it with \$5 million in local funding for the future pedestrian and bicycle improvements. Future phases could also increase transit frequency as funding becomes available. Ridership is projected to approach 3 million annual boardings by 2050.

There were no questions or comments.

5 CY 2027 Unified List: Projects for State and Federal Versions and Legislative Priority Statements – Draft

Mr. Fletcher presented the draft CY 2027 Unified List, SRTC's annual tool for communicating



regional transportation priorities to state and federal legislators and identifying projects for potential funding opportunities. He explained that the state and federal versions contain the same projects but may include different funding requests and policy statements. Projects are organized into initiation, development, and implementation categories based on readiness and funding. This year, 28 projects were submitted, including seven new projects. Staff evaluated the projects using criteria aligned with SRTC's guiding principles and updated through the Horizon 2050 planning process, with increased emphasis on operations, maintenance and preservation, and safety and security.

Mr. Fletcher reported that staff recommends retaining all five projects in the implementation category and all 12 projects in the development category. For projects in the initiation category, staff presented several options for establishing a cutoff based on project scores while also considering consistency with prior Unified Lists.

Ms. Kay raised concerns about grouping several U.S. 195 corridor improvements under a single approximately \$142 million project. She noted that individual improvements within the corridor have different levels of urgency and cost and specifically identified the Inland Empire Way connection as a longstanding regional mobility and safety need that could help relieve the I-90/U.S. 195 merge. She questioned whether separating higher-priority components from the larger corridor project could make them more competitive within the Unified List. Mr. Fletcher agreed that individual components can sometimes be separated from larger projects and said staff could work with the City of Spokane to evaluate whether to identify the Inland Empire Way connection separately and whether doing so would affect its score or placement on the list. Ms. Kay confirmed that this was the approach she would like staff to explore.

Council Member Klitzke asked whether projects without a current state or federal funding request could be removed to make the Unified List more concise. Mr. Fletcher explained that maintaining projects on the list, even when they are not seeking funding in a particular year, provides continuity and continues to communicate them as regional priorities. Council Member Klitzke noted the challenging state funding environment and suggested considering a more focused list for the upcoming year. Mr. Fletcher agreed that staff could evaluate that option. Mr. Otterstrom supported maintaining a Unified List but suggested using whether a project is actively seeking funding as an additional consideration when determining the cutoff among lower-scoring initiation projects. He indicated support for a cutoff after the Hayford Road/McFarlane Road Roundabout project.

Ms. McMenamy then presented the draft legislative priority statements that accompany the Unified List. She noted that the Unified List has gained recognition among state and federal elected officials and their staff and emphasized the value of maintaining consistent regional priorities. She explained that SRTC coordinates with organizations including the Association of Washington Cities, Washington State Association of Counties, and local chambers to identify common legislative interests. SRTC's role is primarily to educate and provide information and data, while member agencies and other stakeholders conduct advocacy.



Ms. McMenamy reviewed proposed legislative priorities addressing transportation safety, maintenance and preservation, Regional Transportation Planning Organization funding, Tax Increment Financing, affordable housing and transportation, alternative fuels, long-term transportation revenue, Fairchild Air Force Base-related projects, and preservation of transportation investments already funded through Move Ahead Washington. She noted that the financial outlook for the 2027 legislative session remains uncertain. Safety remains a top priority, including seeking additional resources for locations experiencing fatal and serious injury crashes and strengthening coordination among transportation and traffic safety agencies. She also discussed the need for more predictable maintenance and preservation funding and increased base funding for Regional Transportation Planning Organizations.

Ms. McMenamy also discussed the long-term decline anticipated in gas tax revenue as vehicles become more fuel-efficient and travel patterns change. She suggested revising the legislative statement to focus more broadly on potential replacement revenue strategies, including continued pilot programs such as a road user charge and other approaches under consideration.

Ms. Kay asked how the Board's legislative policy priorities are connected to the process used to evaluate and prioritize projects on the Unified List. She questioned whether projects are specifically assessed for how they advance priorities such as safety, maintenance, and preservation and how projects that do not clearly advance those priorities are treated. Ms. McMenamy explained that project evaluation is based on SRTC's adopted guiding principles and evaluation criteria, which incorporate safety, system performance, and other required performance measures. She added that the legislative priority statements also address emerging policy and funding challenges and acknowledged that the relationship between the two could be clearer.

Ms. Kay followed up by asking how SRTC can ensure that funded projects also align with the policy priorities the Board is seeking to advance. Ms. McMenamy characterized the request as a "crosswalk" between the Unified List projects and the legislative policy statements. Ms. Kay agreed, and Ms. McMenamy committed to developing a visual crosswalk showing those connections for the Board.

Ms. McMenamy then identified additional issues that could be incorporated into SRTC's legislative priorities. These included preserving funding available through the Transportation Improvement Board and County Road Administration Board beyond the current statutory authorization; potentially increasing the maximum vehicle weight subject to certain local transportation benefit district registration fees; and expanding the Federal Fund Exchange program. She explained that the Fund Exchange program lets eligible jurisdictions exchange federal transportation funds for state funds, reducing the administrative and regulatory burden of delivering smaller federally funded projects.

Ms. Bollenback asked about the Federal Fund Exchange pilot program, noting that implementation has encountered challenges and asking whether it has demonstrated success. Ms. McMenamy responded that the primary concern has been the pace at which funding is reaching projects,



rather than the program concept itself. She explained that some smaller counties have struggled to get projects ready for implementation and meet obligation timelines, and suggested that jurisdictions with greater project-delivery capacity could provide another opportunity to evaluate the model. She confirmed that the program remains a pilot.

Ms. Bollenback emphasized that similar fund exchange programs have been successfully implemented in other states and supported allowing Washington's pilot sufficient time to develop before determining it is unsuccessful. She encouraged further consideration of the program, stating that it could provide opportunities to deliver transportation projects more efficiently and effectively.

Ms. McMenamy concluded by outlining next steps. Staff will prepare the requested crosswalk between projects and legislative priority statements, incorporate potential revisions discussed by the Board, and return with an updated draft of the state legislative priorities. Staff will subsequently develop the federal priority statements, with the overall process anticipated to conclude in November.

6 CY 2027-2030 Transportation Improvement Program (TIP) – Draft

Mr. Kloskey presented an overview of the draft 2027-2030 Transportation Improvement Program (TIP). He explained that the TIP is a four-year regional planning document that SRTC updates annually and identifies transportation projects receiving federal funding, as well as other regionally significant projects. The TIP is developed in coordination with local agencies and WSDOT and is consistent with SRTC's long-range Metropolitan Transportation Plan, Horizon 2050. It includes detailed information about individual projects, including costs, schedules, funding sources, and how projects contribute toward regional transportation performance targets.

The draft 2027-2030 TIP includes about \$670 million in programmed transportation investments across 59 projects and programs, including one new project not included in the 2026 TIP. Mr. Kloskey noted that the TIP is fiscally constrained, meaning the region has demonstrated that sufficient funding is reasonably available to complete the projects included in the program. Approximately \$285 million, or 43 percent of total programmed funding, is associated with completing the North Spokane Corridor (NSC).

Mr. Kloskey highlighted information available within the TIP to help the public understand the planned investments. Each project has an information sheet identifying details such as funding by year and project phase, project limits, estimated total cost, and a project map. The TIP also identifies which projects are expected to contribute toward SRTC's adopted transportation performance measures and targets.

An interactive online map lets members of the public view the locations of projects included in the TIP and submit comments directly on individual projects. Mr. Kloskey noted that SRTC's TIP webpage also provides the draft TIP and additional information.

The draft 2027-2030 TIP is available for public comment from September 1 through October 1,



2026. SRTC will also host a public open house on September 24 from 4:30–6:00 p.m. at the Spokane Central Library, where SRTC staff and partner agencies will provide information about transportation projects planned over the four-year program.

7 CY 2027 Budget and Indirect Cost Plan (ICP) – Draft

Mr. Griffin presented the draft CY 2027 SRTC Budget and Indirect Cost Plan for information and discussion. He explained that SRTC develops an annual operating budget, which is then used to develop the agency's Indirect Cost Plan and coordinate funding with the Unified Planning Work Program (UPWP). The Administrative Committee reviewed the draft budget in detail on June 26, and staff made no changes since that review. The Board is scheduled to consider the budget and Indirect Cost Plan for approval in October.

The proposed 2027 budget represents an overall 0.2% decrease from the 2026 amended budget. Proposed employee compensation includes a 4% cost-of-living adjustment and a 3% merit pool based on 2026 performance evaluations. Mr. Griffin explained that SRTC budgets revenues to equal projected expenditures and reviewed the agency's anticipated federal, state, and local revenue sources. The Consolidated Planning Grant allocation is anticipated to increase by approximately \$12,400. Funding for the multi-year Safety Education Campaign and I-90 Study is also expected to increase, while the Washington State Department of Commerce grant supporting ETS charging work will conclude with completion of that work.

Mr. Griffin reviewed major changes in proposed expenditures. Personnel expenditures are projected to increase approximately \$27,000, or 1.7%, compared with the 2026 amended budget, with overall wages budgeted to increase 5.4%. Medical insurance rates are estimated to increase 8%. Consultant and professional services expenditures are projected to decrease by approximately \$39,500 overall. This includes decreases associated with the Strategic Plan, ITS Update, Transportation Funding Study, and completion of approximately \$669,000 in ETS charging work. These reductions are partially offset by increased funding for translation and WCAG accessibility compliance, an additional \$140,000 for the Safety Education Campaign, and approximately \$600,000 for the I-90 Study in 2027.

Materials and services expenditures are expected to remain relatively stable, with increases in items such as operating supplies, meeting room rental, and property and liability insurance offset by decreases in other expenses. Travel and training expenditures are proposed to increase by approximately \$2,800, while IT operations are projected to increase by approximately \$4,100, or slightly more than 3%, due in part to the addition of state sales tax on software and anticipated increases in software and online service costs.

Chair Kaminskis asked for clarification regarding the medical insurance increase because the budget showed an overall decrease in benefits. Mr. Griffin clarified that although medical insurance rates are projected to increase by 8%, staffing changes and employees selecting different insurance plans result in the overall budgeted benefits line decreasing compared with 2026. Chair Kaminskis confirmed that the distinction resolved her question.



Mr. Griffin then presented the draft 2027 Indirect Cost Plan, which is based on the proposed operating budget. The proposed indirect cost rate is 49%, compared with the current 2026 rate of 52% and an average rate of approximately 53% since 2021. He explained that the rate is applied to eligible staff wages reimbursed through transportation grants and is calculated to recover SRTC's budgeted indirect, or overhead, costs. The calculation also includes an adjustment comparing actual and budgeted indirect costs from the previously completed year, helping balance cost recovery over time. The Indirect Cost Plan is developed in accordance with federal requirements and approved by WSDOT.

The draft CY 2027 Budget and Indirect Cost Plan will return to the Board in October for consideration and approval. If approved, the documents will take effect January 1, 2027.

INFORMATION

8 Executive Director's Monthly Report

Ms. Bollenback had no additional updates to her written Executive Director's Report, and there were no questions or comments.

9 Transportation Technical Committee & Transportation Advisory Committee Meeting Summaries

No questions or comments.

10 Intermountain West Memo for BUILD America 250 Act

Ms. Bollenback reminded members of the Intermountain West Memo, which the Board supported at the July meeting. She reported that the memo has been finalized and is being provided to Board members for their reference and familiarity should the memo be presented or discussed in other settings.

11 Board Member Comments

There were no board member comments.

12 Chair Comments

Chair Kaminskas reported that the Administrative Committee met earlier in the day and reviewed several draft policies that will be brought forward to the Board at the October meeting. The Committee also reviewed the annual process for completing a performance evaluation for the Executive Director.

Chair Kaminskas invited Board members to provide feedback regarding the Executive Director's performance and the organization overall. Members were asked to submit comments to Mr. Griffin or contact Chair Kaminskas directly by September 30 so the feedback can be considered as part of the evaluation process.

Chair Kaminskas also noted that she will be out of the country and unable to attend the next meeting. Vice Chair Kitty Klitzke will preside in her absence.



Spokane Regional Transportation Council

**BOARD MEETING 10/08/2026
CONSENT AGENDA**

AGENDA ITEM 3a

The meeting adjourned at 2:21 p.m.

Anadia Grier, Clerk of the Board