



Spokane Regional Transportation Council

Board of Directors Meeting

Thursday, 10/08/2026 at 1:00 PM

Hybrid In-Person/Virtual Meeting

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

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

Meeting ID: 829 9042 3233 | Passcode: 100681

By Phone: +125 320 50468

Meeting ID: 829 9042 3233 | Passcode: 100681

Or find your local number: <https://us02web.zoom.us/j/kcau3PfqFO>

SRTC welcomes public comments at Board meetings.

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

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

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

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



Time	Item #		Page #
1:00	1	Call to Order/Record of Attendance/Excused Absences	
1:10	2	Public Comments	
<u>FOR ACTION</u>			
1:15	3	Consent Agenda	
		a. September Board Meeting Minutes	3
		b. Vouchers Paid for the Month of September	12
		c. Calendar Year (CY) 2026 Q3 Budget Update	13
1:20	4	CY 2027 Budget and Indirect Cost Plan – Approval <i>(Greg Griffin)</i>	16
1:25	5	CY 2027-2030 Transportation Improvement Program (TIP) – Approval <i>(Ben Kloskey)</i>	44
1:35	6	City of Liberty Lake Comprehensive Plan Certification <i>(Ryan Stewart)</i>	46
1:40	7	City of Medical Lake Comprehensive Plan Certification <i>(Angela Paparazzo)</i>	56
1:45	8	City of Airway Heights Comprehensive Plan Certification <i>(Angela Paparazzo)</i>	66
1:50	9	Spokane Regional Transportation Management Center (SRTMC) Funding Support Letter <i>(Lois Bollenback)</i>	76
1:55	10	CY 2027 Unified List and Legislative Priority Statements (State Version) – Approval <i>(David Fletcher & Eve McMenamy)</i>	79
<u>INFORMATION AND DISCUSSION ITEMS</u>			
2:05	11	CY 2027 Transportation Improvement Program (TIP) Guidebook – Draft <i>(Ben Kloskey)</i>	85
2:15	12	Administrative Policy Review – Draft (3) <i>(Lois Bollenback & Bailee Petersen)</i>	86
		• Recognition and Appreciation Policy	
		• Meals and Refreshments Policy	
		• Public Records Request and Records Management Policy	
<u>INFORMATION: No Action or Discussion (Written reports)</u>			
2:25	13	Executive Director’s Monthly Report <i>(Lois Bollenback)</i>	102
		• Ongoing/Upcoming Events and Activities	
		• Transportation Funding – Awards & Opportunities	
	14	Transportation Technical Committee & Transportation Advisory	103
<u>DISCUSSION</u>			
2:30	15	Board Member Comments <i>(Chair)</i>	
2:35	16	Chair Comments	
2:40	17	Adjournment <i>(Chair)</i>	



Board of Directors Meeting Minutes – Draft

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 Kaminskas 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 Kaminskas 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 Kaminskas 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.



The meeting adjourned at 2:21 p.m.

Anadia Grier, Clerk of the Board

DRAFT



VOUCHERS PAID FOR THE MONTH OF SEPTEMBER 2026

<u>Date</u>	<u>Voucher</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
9/4/26	V123052	WA State Dept of Retirement	Employee DCP payroll contributions: August PP18 2026	3,200.00
	V123053	Rehn & Associates	Staff Payroll Deduction Health Ins Contributions: Pay Period 2026-18	710.00
	V123054	Intermax Networks	VOIP telecom September 2026	253.23
	V123055	Cycrest Systems	Managed IT Services - Mnthly September; SaaS Security	1,426.76
	V123056	WA State Dept of Retirement	Employee and Employer Contributions: August 2026	11,327.68
	V123057	ESRI	AGOL credits for SRTC ESRI subscription; block of 1,000 credits	523.68
	V123058	Washington Trust Bank	Software Subscrptns; Office supplies/equpt.; Virtual Mtg Subscrptn; Staff trc	7,806.40
	V123059	Diamond Plaza LLC	Paulsen Center Suite 500/504 Lease for September 2026	6,118.30
	V123060	Diamond Parking Services	Acct parking for Board, Cmte, Staff mtg parking - August 2026	31.80
	V123061	Pacific Office Automation	Copier Lease/Usage August 2026	172.28
9/10/26	V123062	Eve McMenamy	EM travel reimburse Greater NW Rail Summit; Helena MT 8/24-8/27/26	1,334.33
	V123063	Kittelson & Associates	Funding Strategies Study thru 7/31/26 - Tasks 1, 2, 3, 5	17,891.27
	V123064	Kittelson & Associates	Planning & Update of Regional ITS Architecture thru 7/31/26 - Tasks 1, 2	2,687.15
	V123065	Rehn & Associates	Admin fee August '26	75.00
	V123066	WA State Dept of Retirement	Employee DCP payroll contributions: August PP19 2026	3,200.00
	V123067	EMLVO P.C.	August legal svcs: Revise PRR policy; Closing ltr policy; Staff email exchange	425.00
	V123068	Rehn & Associates	Staff Payroll Deduction Health Ins Contributions: Pay Period 2026-19	710.00
9/28/26	V123069	AWC Employee Benefit Trust	October '26 Benefit Insurance Premiums	11,760.00
	V123070	Spokesman Review	Public Notice TIP Amendment	86.00
	V123071	Kittelson & Associates	Economic Analysis Project thru 7/31/26 - Tasks 2, 4	856.86
	V123072	Comcast	Fiber Services, Sept 2026	281.80
	V123073	Associated Industries	Membership fee for Q2 & Q3 2026	900.00
	V123074	Diamond Plaza LLC	Paulsen Center Suite 500/504 Lease for October 2026	6,118.30

Vouchers: V123052 - V123074	77,895.84
Reimbursement(s)	
Salaries/Benefits Pay Periods Ending: 8/29/26 & 10/12/26	97,485.08
Spokane County Treasury Monthly SCIP fee - August 2026	23.77
	175,404.69

As of 10/8/26, the Spokane Regional Transportation Council Board of Directors approves the payment of the September 2026 vouchers included in the list in the amount of: **\$175,404.69**

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



To: SRTC Board of Directors
From: Greg Griffin, Administrative Services Manager
Topic: Calendar Year (CY) 2026 Q3 Budget Report

Requested Action:

Approval of the CY 2026 Q3 Budget Report.

Key Points:

- SRTC operates under an annual budget that outlines the anticipated revenues and expenditures for the upcoming year. SRTC reports on a cash basis, which provides a snapshot in time of the agency's revenues and expenditures.
- SRTC staff provides quarterly budget reports to the Board of Directors on the revenues and expenditures for the preceding quarter and year-to-date.
- SRTC began CY 2026 with a cash balance of \$1,092,941 and ended the third quarter of 2026 with a balance of \$1,077,016. Cash balances are typically higher early in the calendar year due to an influx of member contributions, which are used throughout the year as matching funds for grants.
- The CY 2026 – Third Quarter (Q3) Budget Report – Summary (**see attachment**) provides a comparison of the adopted CY 2026 budget and a summary for the Third Quarter (Q3) of actual 2026 revenues and expenditures, as well as a column showing 2025 year-to-date revenues/expenses for comparative purposes.
- See **Supporting Information** and **Attachment** for additional details of the CY 2026 Third Quarter Budget Report.

Board/Committee Discussions:

The CY 2026 Budget was approved by the Board on 10/09/25, and updates are provided on a quarterly basis. The CY 2026 budget was amended at the September 2026 SRTC Board meeting on 9/10/26.

Public Involvement:

All meetings at which the CY 2026 Budget and/or quarterly budget reports are presented to the Board are open to the public.

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



Topic: Calendar Year (CY) 2026 Q3 Budget Report

Revenues:

- Through the third quarter (75% of Calendar Year) of CY 2026 (January – September), SRTC collected \$1,985,505; 59% of the anticipated revenues for the year. This total does not include \$128,093 of grant reimbursements for August activity not yet received; nor does it include an estimated \$144,000 for September activity not yet billed to WSDOT.
- Local Member Contributions through the end of September 30, 2026, are 100% of the budgeted amount.

Expenditures:

Through the third quarter of CY 2026, SRTC spent \$2,001,431, or 60% of total anticipated expenditures for the year, as follows:

- **Personnel Expenditures:** Total personnel expenditures were \$1,078,455 through Q3, or 67% of the CY 2026 budget amount.
- **Contractual and Professional Services:** Total service expenditures were \$738,480 year-to-date, or 53% of the total budget amount. Professional Services - ETS Grant Work is pass-through funding for the installation of charging stations throughout the region that occurred in Q4 of 2025 received in Q1 of 2026.
- **Materials and Services:** Total materials and services expenditures were \$92,153 year-to-date, or 70% of the total budget amount. Budget line items in this section are all under budget thus far.
- **Travel, Training, and Staff Development (includes Subscriptions/Memberships):** Total expenditures were \$34,122 through Q3, or 45% of the total budgeted amount. This category continues to be impacted by the move to online conferences, training sessions, etc. It is anticipated that there will be increased travel and conference attendance in the remainder of this year.
- **IT Operations:** Total expenditures were \$58,221 through Q3, or 48% of the total budgeted amount. The Hardware line item will increase as scheduled work station replacements are being implemented now and will be expensed in the fourth quarter of the year.

SRTC CY 2026, Report through September 30, 2026

	CY 2026	CY 2026				CY 2025	CY 2026
	Amended 9/10/26	1st Qtr	2nd Qtr	3rd Qtr	Year-to-Date	Year-to-Date	% of Budget
REVENUES							
SRTC Cash Balance 12/31/25					1,092,941		
Consolidated Planning Grant(CPG-FHWA PL/FTA5303)-FFY26 allocation	1,137,122	135,841	-	397,215	533,056	739,135	47%
CPG carried forward prior year	151,989	128,219	-	23,770	151,989	144,321	100%
STBG Planning Funds	500,000	89,351	-	147,988	237,338	629,585	47%
Designated Grant - FHWA - Safety Education Campaign	194,000	-	-	-	-	-	0%
Designated Grant - STBG I-90 Study	160,000	-	-	-	-	-	0%
RTPO (State Planning Funds)	144,651	30,962	-	31,156	62,118	80,492	43%
Designated Grants (Commerce - ETS)	669,485	669,485	-	-	669,485	722,118	100%
Designated Local Funds carried forward	32,466	-	-	-	-	-	100%
Local Member Contributions	281,762	280,362	-	1,400	281,762	278,736	100%
SRTC Cash reserve(suite 500 changes & contingency)	25,000	-	-	-	-	-	100%
Spokane County Treasury Interest	30,000	11,139	10,990	6,336	28,466	26,367	95%
Misc other revenue sources	35,000	12,570	8,721	-	21,292	122,330	61%
TOTAL REVENUES (Received in 2026)	3,361,475	1,357,928	19,712	607,865	1,985,505	2,743,084	59%
EXPENDITURES							
Personnel							
Salaries	1,204,839	267,237	300,862	268,788	836,886	793,333	69%
Accrued Leave Payouts \ Unemployment	15,000	-	2,496	3,875	6,370	2,740	42%
FICA	93,318	20,613	23,399	20,731	64,743	60,332	69%
WA State Retirement System	98,000	16,073	15,733	16,513	48,320	66,811	49%
Insurance / Benefits	196,000	43,399	38,299	40,438	122,136	110,549	62%
Total Personnel	1,607,157	347,322	380,789	350,344	1,078,455	1,033,764	67%
Contractual and Professional Services							
Legal Services	25,000	2,800	1,875	1,900	6,575	6,800	26%
Consultants & Professional Svcs	5,000	63	395	324	782	2,485	16%
State Audit Charges	22,000	-	16,579	2,610	19,190	209	87%
Consultant Services & Strategic Plan	30,000	-	-	-	-	-	0%
Consultant Services & MTP Update/Econ Analysis	50,000	6,906	3,644	2,299	12,849	-	26%
Consultant Services & TIP Database	18,948	-	-	9,021	9,021	18,043	48%
Consultant Services & Safety Edu Campaign	200,000	-	-	-	-	-	0%
Consultant Services & Interstate-90 Study	200,000	-	-	-	-	-	0%
Consultant Services & ITS update	60,000	-	-	2,687	2,687	-	4%
Consultant Services & Transprtatin Funding Study	120,000	-	-	17,891	17,891	-	15%
Professional Services - ETS Grant Work	669,485	669,485	-	-	669,485	722,118	100%
Other 2025 consultant services not in 2026						361,223	
Total Contractual and Professional Services	1,400,433	679,254	22,493	36,734	738,480	1,110,877	53%
Materials and Services							
Publications	500	47	76	78	201	173	40%
Postage	400	-	-	-	-	97	0%
Operating Supplies	5,750	1,963	465	1,195	3,624	6,672	63%
Minor Furniture	7,000	565	-	3,792	4,357	3,318	62%
Telephone	6,910	1,243	1,349	1,017	3,609	3,914	52%
Advertising	7,200	844	1,841	261	2,946	2,031	41%
Rent - Office Space	74,500	18,755	18,119	18,355	55,229	46,864	74%
Rent - Meeting Rooms	500	-	-	-	-	-	0%
Lease - Copier	2,670	631	653	567	1,851	1,804	69%
Property and Liability Insurance	17,500	-	-	14,414	14,414	15,731	82%
Printing	4,000	639	112	98	850	7,762	21%
Interfund Charges County Treasurer (Fees)	5,110	88	85	4,900	5,073	4,665	99%
Total Materials and Services	132,040	24,775	22,701	44,678	92,153	93,031	70%
Travel, Training, and Staff Development							
Mileage & Parking	2,700	720	630	288	1,638	1,906	61%
Travel / Training (Staff)	42,700	4,543	10,415	5,423	20,381	22,297	48%
Educational Speaker Series	15,000	-	-	-	-	1,178	0%
Board/Staff Retreats, Facilitators, Food	3,700	4	181	514	699	1,397	19%
Dues, Subscriptions, and Memberships	11,350	3,086	2,120	6,197	11,403	9,414	100%
Total Travel, Training, and Staff Development	75,450	8,353	13,346	12,422	34,122	36,192	45%
IT Operations							
IT Professional Svcs	36,300	4,853	4,636	4,280	13,769	17,994	38%
Software	52,720	22,737	12,570	3,616	38,923	27,518	74%
Hardware - New and Replacement; Repairs/Maint.	18,500	(1,321)	-	-	(1,321)	4,427	-7%
Online Services	13,875	2,284	2,258	2,308	6,850	7,355	49%
Total IT Services	121,395	28,553	19,463	10,204	58,221	57,294	48%
Contingency	25,000	-					
TOTAL EXPENDITURES (Paid in 2026)	3,361,475	1,088,257	458,792	454,382	2,001,431	2,331,158	60%
CASH BALANCE 9/30/26					1,077,016	968,985	15



To: SRTC Board of Directors
From: Greg Griffin, Administrative Services Manager
Topic: CY 2027 Budget and Indirect Cost Plan – Approval

Requested Action:

Approve Resolution R-26-24 adopting the CY 2027 Budget and Indirect Cost Plan.

Key Points:

- Each year, SRTC develops an annual budget for the upcoming calendar year (see draft budget summary provided as an **Attachment 1**).
- The annual budget reflects revenues available to support SRTC activities along with the operating expenses and planned work activities for the year.
- At their 02/12/26 meeting, the SRTC Board approved the members of the 2026 Administrative Committee. One of the committee's duties is to review and recommend the draft budget for the upcoming calendar year to the Board.
- On 06/26/26, the Administrative Committee reviewed and recommended advancement of the draft CY 2027 Budget and Cost Allocation for presentation to the SRTC Board.
- For CY 2027, total estimated revenues and expenditures are \$3,361,475. Details are included in the draft CY 2027 Budget, provided as **Attachment 2**.
- The CY 2027 Indirect Cost Plan (ICP) is based on the proposed budget. The 2027 ICP has a calculated rate of 49%. Read the draft ICP document, provided as **Attachment 3**.
- There have been no changes to the Draft 2027 Budget and ICP documents presented at the SRTC Board meeting on 9/10/26.

Board/Committee Discussions:

The Administrative Committee reviewed the draft CY 2027 Budget on 06/26/26/26. The draft CY 2027 Budget and Indirect Cost Plan documents were presented to the Board at the 09/10/26 Board meeting for review and discussion.

Public Involvement:

All Board and committee meetings are open to the public.

Staff Contact: Greg Griffin, SRTC | ggriffin@srtc.org | 509.343.63

Budget Summary
Draft SRTC CY 2027 Budget Summary

	-	CY 2026 Amendment#1 8.13.26	CY 2027 Proposed	\$\$ change	% change
REVENUES					
1 Consolidated Plang Grant (CPG) (FHWA PL/FTA 5303)-FFY26 allocatn		1,137,122	1,149,501	12,379	1.1%
2 CPG carried forward prior year		151,989	260,516	108,527	71.4%
3 STBG Planning Funds		500,000	500,000		
4 Designated Grant - FHWA - Safety Education Campaign		194,000	294,100	100,100	51.6%
5 Designated Grant - STBG I-90 Study		160,000	640,000	480,000	300.0%
6 RTPO (State Planning Funds)		144,651	144,651	-	0.0%
8 Designated Grants (WA Dept Commerce - ETS)		669,485	-	(669,485)	-
9 Designated Local Funds carried forward		32,466	-	(32,466)	-
10 Local Member Contributions		281,762	282,986	1,224	0.4%
11 SRTC Cash Reserve (Contingency & Balance Bgt)		25,000	25,000	-	0.0%
12 Spokane County Treasury Interest		30,000	35,000	5,000	16.7%
13 Misc other revenue sources (Rebates, GSI Summit, PTV partners)		35,000	23,500		
14 TOTAL REVENUES		3,361,475	3,355,254	(6,221)	-0.2%
EXPENDITURES					
Personnel					
17 Salaries		1,204,839	1,270,006	65,167	5.4%
18 Accrued Vacation Payouts \ Unemployment		15,000	15,000	-	0.0%
19 FICA		93,318	98,303	4,985	5.3%
20 WA State Retirement System		98,000	72,144	(25,856)	-26.4%
21 Insurance/Benefits		196,000	178,500	(17,500)	-8.9%
22 Total Personnel		1,607,156	1,633,953	26,797	1.7%
Contractual and Professional Services					
24 Legal Services		25,000	25,000	-	0.0%
25 Consultant & Prof Svcs		5,000	32,000	27,000	540.0%
26 State Audit Charges		22,000	23,000	1,000	4.5%
27 Consultant Services & Strategic Plan		30,000	-	(30,000)	-
28 Consultant Services & MTP update / Economic Analysis		50,000	50,000	-	0.0%
29 Consultant Services & TIP Database		18,948	19,900	952	5.0%
30 Consultant Services & Safety Education Campaign		200,000	340,000	140,000	70.0%
31 Consultant Services & Interstate -90 Study		200,000	800,000	600,000	300.0%
32 Consultant Services & ITS update		60,000	40,000	(20,000)	-33.3%
33 Consultant Services & Transportation Funding Study		120,000	31,000	(89,000)	-74.2%
34 Professional Services - ETS Grant Work		669,485	-	(669,485)	
35					
36 Total Contractual and Professional Services		1,400,433	1,360,900	(39,533)	-2.8%
Materials and Services					
38 Publications		500	500	-	0.0%
39 Postage		400	400	-	0.0%
40 Operating Supplies		5,750	6,500	750	13.0%
41 Minor Furniture/Equipment/Rebranding		7,000	4,000	(3,000)	-42.9%
42 Telephone		6,910	4,950	(1,960)	-28.4%
43 Advertising		7,200	7,200	-	0.0%
44 Rent - Office Space		74,500	74,700	200	0.3%
45 Rent - Meeting Rooms		500	2,500	2,000	400.0%
46 Lease - Copier (and usage charges)		2,670	2,500	(170)	-6.4%
47 Property and Liability Insurance		17,500	19,000	1,500	8.6%
48 Printing		4,000	4,000	-	0.0%
49 Interfund Charges County Treasurer (Fees)		5,110	5,400		5.7%
50 Total Materials and Services		132,040	131,650	(390)	-0.3%
Travel, Training, and Staff Development					
52 Mileage & Parking		2,700	3,000	300	11.1%
53 Travel / Training (Staff)		42,700	43,500	800	1.9%
54 Annual Summit / Guest Speakers		15,000	16,000	1,000	0.0%
55 Board/Staff Retreats, Facilitators, Refreshment		3,700	3,700	-	0.0%
56 Dues, Subscriptions, and Memberships		11,350	12,075	725	6.4%
57 Total Travel, Training, and Staff Development		75,450	78,275	2,825	3.7%
IT Operations					
59 IT Professional Services		36,300	36,300	-	0.0%
60 Software		52,720	55,850	3,130	5.9%
61 Hardware - New, Replacement, Repairs & Maintenance		18,500	18,500	-	0.0%
62 Online Services		13,875	14,825	950	6.8%
63 Total IT Services		121,395	125,475	4,080	3.4%
64 Contingency		25,000	25,000	-	0.0%
65 TOTAL EXPENDITURES		3,361,475	3,355,254	(6,221)	-0.2%



Spokane Regional Transportation Council

CALENDAR YEAR 2027 BUDGET

DRAFT

*Approved by the SRTC Board of Directors on
xx/xx/xxxx*

421 W Riverside Ave Suite 500
Spokane, WA 99201
www.srtc.org
509.343.6370

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DRAFT

SPOKANE REGIONAL TRANSPORTATION COUNCIL

2026 Board of Directors

City of Airway Heights	COUNCIL MEMBER JENNIFER MORTON
City of Cheney	COUNCIL MEMBER VINCENT BARTHEL
City of Deer Park	COUNCIL MEMBER DIANE PFAEFFLE
City of Liberty Lake	MAYOR CRIS KAMINSKAS (CHAIR)
City of Medical Lake	COUNCIL MEMBER DON KENNEDY
City of Millwood	MAYOR SHAWNA BEESE
City of Spokane	COUNCIL MEMBER KATE TELIS
City of Spokane	COUNCIL MEMBER KITTY KLITZKE (VICE-CHAIR)
City of Spokane Valley	COUNCIL MEMBER PAM HALEY
City of Spokane Valley	DEPUTY MAYOR TIM HATTENBURG
Kalispel Tribe of Indians	DANIEL CLARK
Major Employer Representative	DOUG YOST
Rail/Freight Representative	MATT EWERS
Small Towns Representative	COUNCIL MEMBER MICKI HARNOIS
Spokane County	COMMISSIONER AL FRENCH
Spokane County	COMMISSIONER JOSH KERNS
Spokane Transit Authority	CEO KARL OTTERSTROM
Spokane Tribe of Indians	COUNCIL MEMBER TIGER PEONE
WSDOT-Eastern Region	REGIONAL ADMINISTRATOR CHARLENE KAY
WA Transportation Commission	VACANT
Ex-Officio Members	
Transportation Technical Committee	TARA LIMON
Transportation Advisory Committee	MIKE ANKNEY

SRTC Member Jurisdictions, Tribes, and Agencies

City of Airway Heights	City of Spokane Valley	Town of Latah
City of Cheney	Kalispel Tribe of Indians	Town of Rockford
City of Deer Park	Spokane County	Town of Spangle
City of Liberty Lake	Spokane Transit Authority	Town of Waverly
City of Medical Lake	Spokane Tribe of Indians	WSDOT-Eastern Region
City of Millwood	Town of Fairfield	WA State Transportation Commission
City of Spokane		

Background

The Spokane Regional Transportation Council (SRTC) is the lead agency for coordinating transportation planning activities in the Spokane region. SRTC is governed by a Board that includes local elected officials, transportation executives, and community and business representatives. SRTC operates under a Unified Planning Work Program (UPWP) that details the activities to be undertaken, and the financial resources expected to support the organization over a 2-year period. The UPWP is approved by the SRTC Board and spans the state biennium fiscal years currently covering July 1, 2025 through June 30, 2027.

Each year, the SRTC Board also approves a budget for the upcoming calendar year (CY). The process begins with the Administrative Committee, a subset of the SRTC Board tasked to work with staff to review budget details and proposed activities. The Calendar Year (CY) 2027 Budget outlined in this report includes SRTC's anticipated revenues and expenditures for the upcoming year and is closely linked to the UPWP. A key objective of the CY 2027 Budget is to provide adequate resources to address core planning functions, as defined by federal and state requirements. Together, the UPWP and annual budget provide a comprehensive picture of SRTC's work activities and financial resources. Both documents are aligned with SRTC's mission, vision, and values:

MISSION: Develop plans and programs that coordinate transportation planning in the Spokane Region.

VISION: The Spokane region possesses the best multimodal/multijurisdictional transportation network that optimizes safety, capacity, and efficiency in the movement of people and goods in a region of our size.

VALUES: Regional Leadership, Collaboration, Accountability, Innovation, Transparency, Inclusiveness, Integrity.

SRTC Organization

SRTC serves as the designated Metropolitan Planning Organization (MPO) for the Spokane region and is responsible for ensuring compliance with federal transportation planning requirements. Since the Spokane Metropolitan Planning Area is over 200,000 in population, SRTC is also designated as a Transportation Management Area (TMA), which involves additional responsibilities and discretion in allocating certain federal transportation funds within the urbanized area. Finally, SRTC serves as the state-designated Regional Transportation Planning Organization (RTPO) for Spokane County. RTPOs are voluntary associations of local governments and were authorized as part of the 1990 Washington State Growth Management Act to ensure local and regional coordination of transportation plans.

SRTC is organized through an interlocal agreement as a voluntary association and joint board. As shown on page 1, the agency is governed by a Board of Directors, which receives citizen input from a Transportation Advisory Committee (TAC) and technical input from a Transportation Technical Committee (TTC). The Board of Directors includes 20 voting members and two ex-officio, or non-voting, members (TAC & TTC Chairs). Pursuant to RCW 47.80.040, area members of the House of

Representatives and the State Senate are considered ex-officio, non-voting policy board members of SRTC.

Unified Planning Work Program (UPWP) 2026-2027 Biennium

On 06/12/2025, the SRTC Board approved the Unified Planning Work Program for the 2026-2027 Biennium. The UPWP defines the projects and work activities that will be conducted by the agency during the period covering state fiscal years 2026-2027 (07/01/2025 through 06/30/2027) and is available on the SRTC website linked here. More detailed activity and time frames are described in the linked document.

Table 1 identifies the work activities included in the UPWP 2026-2027 Biennium.

Task	MPO	RTPO	Task	MPO	RTPO
Task 1: Program Administration & Coordination			Task 2: Public & Stakeholder Participation & Coordination		
1.1 Program Management & Support	☐	☐	2.1 Public Coordination & Outreach	☐	☐
1.2 Certifications, Agreements, Work Program	☐	☐	2.2 Stakeholder Coordination	☐	☐
1.3 Coordination with State/Federal Legislators	☐		2.3 Title VI & other Federal Direction	☐	☐
1.4 Professional Development & Training	☐		2.4 Website and Social Media Management	☐	☐
Task 3: Data Management & Systems Analysis			Task 4: Metropolitan Transportation Plan & General Long Range Transportation Planning		
3.1 Data & Software Management	☐	☐	4.1 Long-Range Transportation Planning	☐	☐
3.2 GIS & Spatial Analysis	☐	☐	4.2 Agency Support & Coordination	☐	☐
3.3 Data Visualization & Cartography	☐	☐	4.3 Active & Public Transportation	☐	☐
3.4 Socioeconomic Data Collection/Forecasting	☐	☐			
3.5 Systems Analysis & Data Application	☐				
Task 5: Transportation Improvement Program			Task 6: Congestion Management Process		
5.1 TIP Development & Maintenance	☐	☐	6.1 CMP Activities	☐	
5.2 Coordination & Tracking Projects	☐	☐	6.2 SRTMC Support/TSMO	☐	
Task 7: Planning Coordination & Studies			Task 8: RTPO Planning Activities		
7.1 General Planning Support/Coordination	☐		8.1 General RTPO Activities		☐
7.2 Regional Transportation Priorities	☐		8.2 Comp Plan & CWPP Certification Update		☐
7.3 Safety Educational Campaign	☐	☐			
7.4 I-90 & Associated Corridor Joint Plan Study	☐	☐			
7.5 Transportation Funding Study	☐	☐			

CY 2027 Budget Summary

SRTC prepares and adopts a proposed budget for each calendar year and submits notice of anticipated financial contributions to the legislative bodies of each member agency. Member contributions for the CY 2027 Budget were reviewed by the SRTC Board on 07/9/2026. This information was submitted by letter to each member agency on 07/17/2026. The annual budget may be amended in two ways: 1) The annual budget may be amended by a vote of the Board if the amendment does not require additional appropriations from member agencies. 2) If the amendment does require additional appropriations from member agencies, it must be approved jointly by both the Board and the participating members.

Financial Management Practices

SRTC prepares a budget for financial planning purposes. The proposed budget is presented to the SRTC Board for review and approval in the fall of each year. Significant budget changes identified throughout the year, including changes that alter the approved Unified Planning Work Program, are presented for review and approval by the Board. Quarterly budget updates are provided in the SRTC Board agenda throughout the year.

SRTC reports financial activity in accordance with the Cash Basis Budgeting, Accounting and Reporting System (BARS) manual prescribed by the State Auditor's Office under the authority of Washington State law, Chapter 43.09 RCW. Financial transactions are recognized on the cash basis of accounting. SRTC's basic financial statements include the financial position and results of operations. It accounts for all financial resources except those required or elected to be accounted for in another fund.

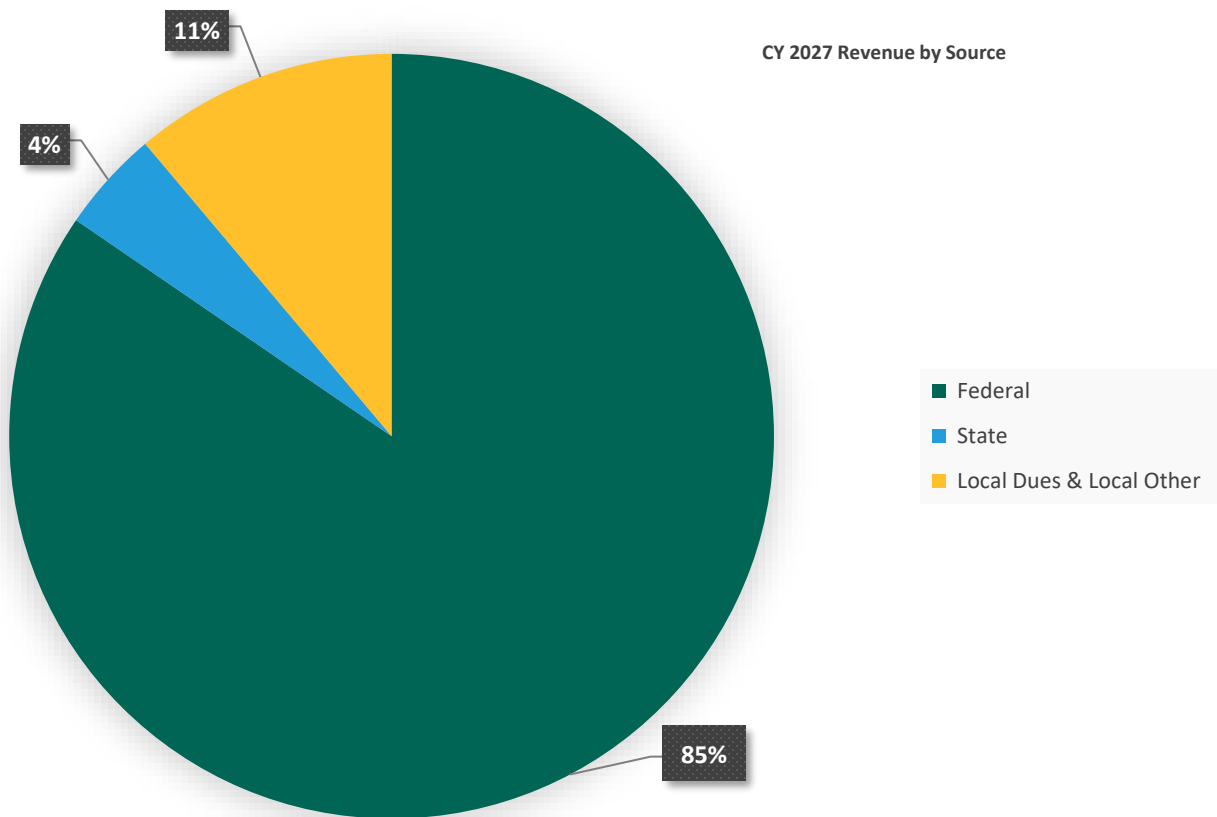
SRTC has one governmental fund (General Fund). The fund has a set of single-entry accounts that comprises its cash, investments, revenues, and expenditures, as appropriate. It is SRTC's policy to deposit all cash with the Spokane County Treasurer.

CY 2027 Revenue Estimates

SRTC receives revenue from Federal, State and Local sources. In addition to formula funding, SRTC often includes revenue from discretionary grants. The CY 2027 estimate for revenues is \$3,355,254 (Table 2). As shown in Figure 2, 85% of the revenues included in the CY 2027 Budget are provided by federal sources. State planning support is 4% of total; local member contributions and other local funds account for 11% of the budgeted revenues.

TABLE 2: CY 2027 ESTIMATED REVENUES

BUDGET CATEGORY	DOLLAR AMOUNT
Consolidated Planning Grant (CPG) Funds (Formerly FHWA PL & FTA 5303)	\$ 1,410,017
STBG Planning Funds	500,000
Designated Grant – FHWA – Safety Education Campaign	294,100
Designated Grant – STBG – Interstate-90 Study	640,000
RTPO State Planning Funds	144,651
Local Member Contributions	282,986
Spokane County Treasury Interest	35,000
Miscellaneous Other revenue sources (Rebates, GSI Summit, PTV partners)	23,500
SRTC Cash Reserve - Contingency	25,000
TOTAL ESTIMATED REVENUES	\$ 3,335,254



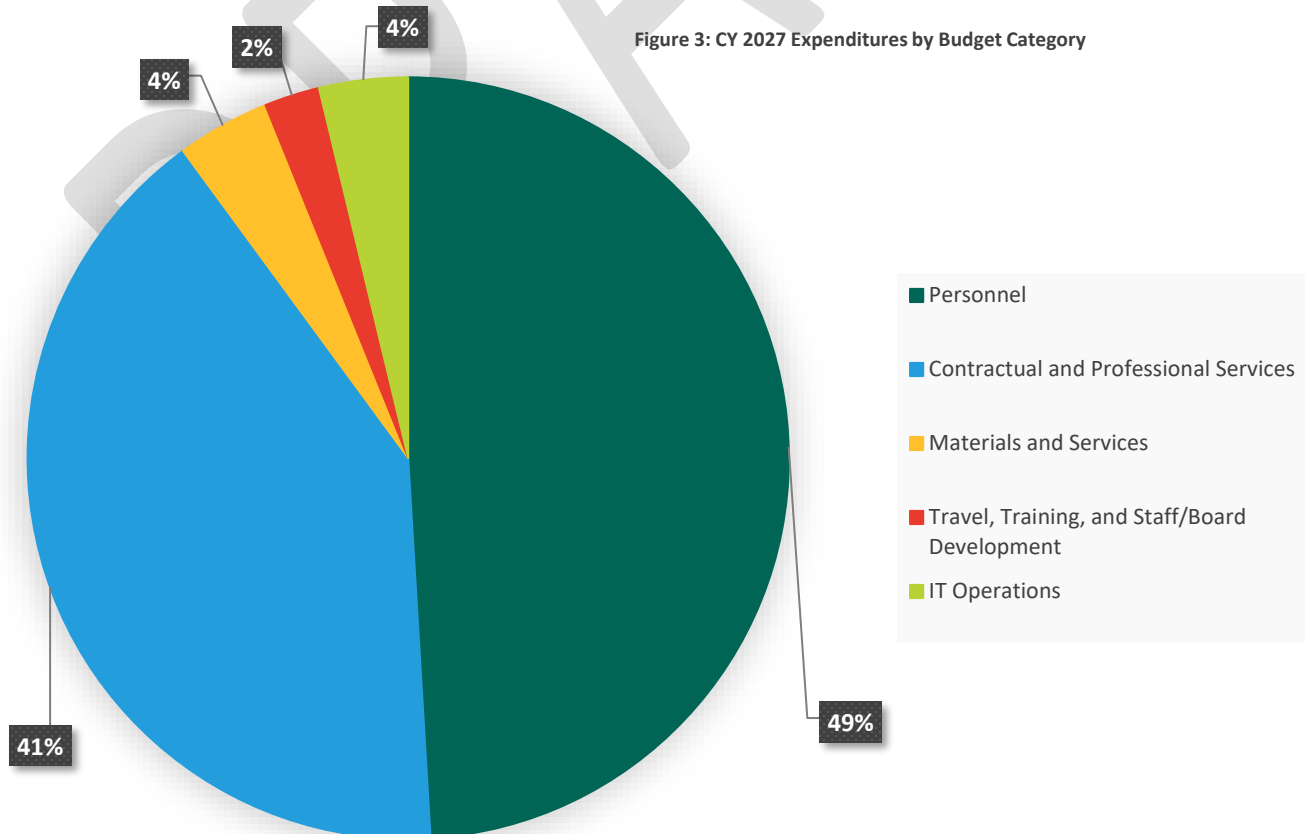
CY 2027 Expenditure Estimates

The CY 2027 estimate for expenditures is balanced with estimated revenues at \$3,355,254. Budget expenditures are divided into the following five divisions: 1) Personnel; 2) Contractual and Professional Services; 3) Materials and Services; 4) Travel, Training, and Staff Development; and 5) IT Operations.

Table 3 provides a breakdown of expenses by these categories. Figure 3 illustrates that personnel expenditures account for 49% of the total agency budget. Contractual and Professional Services account for 41%; followed by Materials & Services at 4%; Training and Memberships at 2%, and IT Operations at 4%.

TABLE 3: CY 2027 ESTIMATED EXPENDITURES

BUDGET CATEGORY	DOLLAR AMOUNT
Personnel	\$ 1,633,953
Contractual and Professional Services	1,360,900
Materials and Services	131,650
Training and Memberships	78,275
IT Operations	125,475
Contingency	25,000
TOTAL ESTIMATED EXPENDITURES	\$ 3,355,254



The CY 2027 budget includes 11.50 Full Time Equivalent (FTE) positions. Table 4 provides a summary of the budgeted positions for CY 2026 and CY 2027.

TABLE 4: SUMMARY OF BUDGETED POSITIONS

Position	CY 2026	CY 2027
Executive Director	1.00	1.00
Deputy Executive Director	1.00	1.00
Administrative Services Manager	1.00	1.00
Administrative-Executive Coordinator	1.00	1.00
Communications and Public Relations Coordinator	1.00	1.00
Program Intern	0.50	0.50
Planning Manager	1.00	1.00
Associate Planner I	1.00	0.00
Associate Transportation Planner II	1.00	2.00
Associate Transportation Planner III	1.00	1.00
Principal Transportation Planner	2.00	2.00
TOTALS	11.50	11.50

CY 2027 Budget Details

Appendix A presents the budget details for the CY 2027 Budget. The following provides details of some of the revenue and expenditure items contained in Appendix A.

Revenues

CONSOLIDATED PLANNING GRANT (CPG) FUNDS: Coincident with the development of the 2026-2027 UPWP, Washington State transitioned to a CPG program for MPOs. This program combines the federal transit planning funds with FHWA planning funds for allocation and reporting of a singular grant program. SRTC's allocation of CPG funds in CY 2027 is anticipated to be \$1,149,501. An additional \$260,516 is from prior year remaining funds for a total of \$1,410,017.

STBG (FEDERAL DISCRETIONARY FUNDS-METROPOLITAN PLANNING): SRTC's current 2024-2027 Transportation Improvement Program (TIP) includes \$500,000 in annual Surface Transportation Block Grant (STBG) funds set-aside by the Board of Directors for the completion of transportation planning activities in the current UPWP.

OTHER GRANTS, STUDIES, AND PROJECTS: FHWA is funding a Safety Education Campaign with a 2027 budget of \$294,100. The SRTC Board set-aside \$800,000 in STBG funds for a transportation planning study for I-90; \$640,000 in STBG is budgeted for the study in 2027

RTPO (STATE PLANNING FUNDS): The State of Washington provides \$2.45 million annually to RTPOs to conduct transportation planning in support of the State's Growth Management Act (GMA). For large

MPOs such as SRTC, this funding has been used to supplement the overall planning program in fulfillment of the GMA, and to support transportation planning activities in the non-urbanized areas of Spokane County. SRTC's allocation of RTPO funds is anticipated to remain at \$144,651 in CY 2027.

LOCAL CONTRIBUTIONS: Local contributions for municipalities are budgeted to remain at \$.30 cents per capita. The contribution structure calls for Spokane County to contribute at the same rate as the City of Spokane assessment. Other members are assessed an amount as determined by the Board and member agency. Table 5 provides an overview of contributions for each member in CY 2026 and CY 2027. The contributions for SRTC members in CY 2027 are \$282,986.

TABLE 5: CY 2027 LOCAL CONTRIBUTIONS

Jurisdiction	Population*	% of 2026 Population	CY 2026 Contributions	CY 2027 Contributions
Airway Heights	12,140	2.13%	3,636	3,642
Cheney	13,130	2.30%	3,954	3,939
Deer Park	5,565	0.98%	1,541	1,670
Fairfield	600	0.11%	180	180
Latah	185	0.03%	56	56
Liberty Lake	14,790	2.59%	4,233	4,437
Medical Lake	4,890	0.86%	1,470	1,467
Millwood	1,925	0.34%	578	578
Rockford	630	0.11%	186	189
Spangle	285	0.05%	86	86
Spokane	235,900	41.34%	70,410	70,770
Spokane County	169,635	29.73%	70,410	70,770
Spokane Valley	110,800	19.42%	33,060	33,240
Waverly	125	0.02%	38	38
Jurisdiction Subtotal	570,600	100%	189,838	191,062
Kalispel Tribe of Indians	Flat Rate	n/a	1,400	1,400
Spokane Transit Authority	Flat Rate	n/a	58,706	58,706
Spokane Tribe of Indians	Flat Rate	n/a	1,400	1,400
WSDOT-Eastern Region	Flat Rate	n/a	30,418	30,418
Special Subdistrict Subtotal			91,924	91,924
TOTAL DUES			281,762	282,986

* (4/1/2026 WA Office of Financial Management Estimate)

Additional sources of local revenues budgeted include \$35,000 of interest revenue from the Spokane County Treasurer Office as financial custodian of SRTC's funds. \$23,500 is budgeted for other sources including rebates, and partner support for PTV travel demand software and annual GSI transportation education summit. SRTC also budgets \$25,000 as a contingency line item.

Expenditures

PERSONNEL: Increase of \$26,797 (1.7%) vs 2026

Salaries: Total wages budgeted for 2027 increase 5.4% over the 2026 budget. The increase is associated with projected merit increases based on performance reviews and accomplishments, as well as a requested 4.0% cost of living wage adjustment.

FICA: The Federal Insurance Contributions Act tax includes employer contributions for Social Security and Medicare.

WA State Retirement System: SRTC provides an employer contribution for SRTC staff as members of the Washington State Retirement System. Contribution rates are set by the State Legislature and may be adjusted as needed, usually at the beginning of the State's Biennium. In July 2025 the employer rate decreased to 5.88%. The 2027 budget is a 26% decrease of <\$25,856> vs the 2026 budget.

Insurance/other Benefits: As of 01-01-2019 SRTC began procuring health insurance benefits through the Association of Washington Cities (AWC) Employee Benefit Trust as a non-city entity sponsored by the City of Spokane Valley. Medical Insurance premiums are anticipated to increase between 7 – 10% for 2027. SRTC earned a Well City discount that will result in a 2% reduction in medical insurance premiums in 2027. With the Well City reduction medical insurance premiums are estimated to increase 8.0% for the 2027 budget. Vision, dental and life insurance rates are not anticipated to change. Industrial Insurance is also included in this category. Agency contributions to Health Savings Accounts for staff on High-Deductible Health Insurance plans and Transit passes are in this budget category as well with no increase vs 2026.

CONTRACTUAL AND PROFESSIONAL SERVICES: Decrease of <\$39,533> (-0.3%) vs 2026. This is primarily due to the completion of the WA Dept of Commerce funded Electrification of Transportation Systems (ETS) effort; offset by increases in 2027 for ongoing SS4A Safety Education Campaign and Interstate-90 Study.

Legal Services: No change from 2026 budget.

Contractual/Professional Services: This category includes available funds from prior year grant balances available for project work to be identified in the 2026-2027 UPWP which includes the first half of CY 2027: other services include translation, ADA/WCAG compliance, state audit services, and photography services to support outreach efforts.

Consultant Services for 2026 completed work include ETS project and the Strategic Plan totaling \$699,485 in the 2026 budget. Other projects include the TIP database and other projects included as part of the 2026-27 UPWP.

Consultant work budgeted in 2027 includes:

- Safety Education Campaign: \$340,000
- Interstate – 90 Study: \$800,000
- Economic Analysis (MTP): \$50,000
- Intelligent Transportation System (ITS) Study: \$40,000
- Transportation Funding Study: \$31,000

MATERIALS AND SERVICES: *Decrease of \$390 vs 2026*

Operating Supplies: General office supplies, outreach and wellness program supplies increase of \$750 (13%)

Minor Furniture/Equipment: Includes replacement of older office chairs & furniture as necessary. Decrease of \$3,000 (-43%)

Telephone: VOIP telephone service for office; cell service for Executive and Deputy Directors. Decrease of \$1,960 (-28%) due to termination of MS Teams phone #'s service.

Advertising: Expenses for legal notices related to items such as public meetings, outreach events, plan comment periods, and Transportation Improvement Program (TIP) amendments. No change from 2026 budget.

Office Space Rent: SRTC leases Suite 500 at the Paulsen Center. Starting in June of 2026 SRTC no longer has free use of Suite 504 and now pays a discounted hourly fee for use of the meeting space for Board meetings. Increase of \$200 for office rent and CAMS; increase of \$2,000 for meeting room rentals.

Copy Machine Lease: This includes the copier lease expense as well as the copier usage charges.

Property and Liability insurance: Anticipated to increase \$1,500 (8%) for 2026.

Printing: No change from 2026 budget.

TRAVEL, TRAINING, and STAFF/BOARD DEVELOPMENT: *Increase of \$2,825 (6.4%) vs 2026 budget.* Because of the specialized and technical nature of the services provided, this category is to ensure adequate resources for travel, as well as resources for needed technical training related to travel demand modeling, geographic information systems, transportation planning, information technology, financial management, updates and changes to employment law, public records law, and public involvement. Regular travel is also necessary for coordination with other organizations.

Mileage & Parking: Covers mileage and parking costs during work-related travel. Up \$300 (11%).

Travel & Training: Supports training and travel needed to improve skills and work with partner agencies. Up \$800 (2%)

Annual Summit & Guest Speakers: Covers costs for hosting the annual summit and guest speakers. Up \$1,000 vs 2026.

Dues, Subscription, & Memberships: Pays for memberships, subscriptions, and dues that help staff stay informed and connected. Increase \$725 (6%)

INFORMATION TECHNOLOGY (IT) OPERATIONS – Increase of \$4,080 (3%) vs 2026 budget.

IT Management Services: In July 2024 SRTC contracted with a new IT Support Services vendor for a three-year period. The Professional Services rate is comparable to that of 2026.

Software - Software purchases and software maintenance: Support for the VISUM travel demand model, ESRI Software for GIS, firewall maintenance, finance/payroll software. Software purchases include Presentation software, MS Office 365 and Planner/Data software, Adobe Acrobat. The primary increase in this category is primarily result of showing full cost of annual PTV VISUM/VISSIM travel demand model software maintenance. Due to 2025 audit discussion that PTV partners City Spokane, Spokane Valley and KMPO shares should be counted as expense to SRTC with partner reimbursements then counted as revenue.

Hardware – New/Replacement/Repairs/Maintenance/Upgrades: Replacement of network equipment and workstation replacement. The 2026 budget does include workstation replacement & minor equipment, as well as improvements to hybrid office equipment/hardware. Repair supplies and equipment repair.

Software - Software purchases and software maintenance: Support for the VISUM travel demand model, ESRI Software for GIS, firewall maintenance, finance/payroll software. Software purchases include Presentation software, MS Office 365 and Planner/Data software, Adobe Acrobat. The primary increase in this category is primarily result of showing full cost of annual PTV VISUM/VISSIM travel demand model software maintenance. Due to 2025 audit discussion that PTV partners City Spokane, Spokane Valley and KMPO shares should be counted as expense to SRTC with partner reimbursements then counted as revenue.

Online Services: Internet service, metro Ethernet connection, website hosting, spam filtering, domain names, virtual meeting platform services. Increase \$950 vs 2026 budget.

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APPENDIX A

Budget Summary
Draft SRTC CY 2027 Budget Summary

-	CY 2026 Amendment#1 8.13.26	CY 2027 Proposed	\$S change	% change
REVENUES				
Consolidated Plang Grant (CPG) (FHWA PL/FTA 5303)-FFY26 allocatn	1,137,122	1,149,501	12,379	1.1%
CPG carried forward prior year	151,989	260,516	108,527	71.4%
STBG Planning Funds	500,000	500,000		
Designated Grant - FHWA - Safety Education Campaign	194,000	294,100	100,100	-
Designated Grant - STBG I-90 Study	160,000	640,000	480,000	-
RTPO (State Planning Funds)	144,651	144,651	-	0.0%
Designated Grants (WA Dept Commerce - ETS)	669,485	-	(669,485)	-
Designated Local Funds carried forward	32,466	-	(32,466)	-
Local Member Contributions	281,762	282,986	1,224	0.4%
SRTC Cash Reserve (Contingency & Balance Bgt)	25,000	25,000	-	0.0%
Spokane County Treasury Interest	30,000	35,000	5,000	16.7%
Misc other revenue sources (Rebates, GSI Summit, PTV partners)	35,000	23,500	(11,500)	-33.3%
TOTAL REVENUES	3,361,475	3,355,254	(6,221)	-0.2%
EXPENDITURES				
Personnel				
Salaries	1,204,839	1,270,006	65,167	5.4%
Accrued Vacation Payouts \ Unemployment	15,000	15,000	-	0.0%
FICA	93,318	98,303	4,985	5.3%
WA State Retirement System	98,000	72,144	(25,856)	-26.4%
Insurance/Benefits	196,000	178,500	(17,500)	-8.9%
Total Personnel	1,607,156	1,633,953	26,797	1.7%
Contractual and Professional Services				
Legal Services	25,000	25,000	-	0.0%
Consultant & Prof Svcs	5,000	32,000	27,000	540.0%
State Audit Charges	22,000	23,000	1,000	4.5%
Consultant Services & Strategic Plan	30,000	-	(30,000)	-
Consultant Services & MTP update / Economic Analysis	50,000	50,000	-	0.0%
Consultant Services & TIP Database	18,948	19,900	952	5.0%
Consultant Services & Safety Education Campaign	200,000	340,000	140,000	-
Consultant Services & Interstate -90 Study	200,000	800,000	600,000	-
Consultant Services & ITS update	60,000	40,000	(20,000)	-33.3%
Consultant Services & Transportation Funding Study	120,000	31,000	(89,000)	-74.2%
Professional Services - ETS Grant Work	669,485	-	(669,485)	-100.0%
Total Contractual and Professional Services	1,400,433	1,360,900	(39,533)	-2.8%
Materials and Services				
Publications	500	500	-	0.0%
Postage	400	400	-	0.0%
Operating Supplies	5,750	6,500	750	13.0%
Minor Furniture/Equipment/Rebranding	7,000	4,000	(3,000)	-42.9%
Telephone	6,910	4,950	(1,960)	-28.4%
Advertising	7,200	7,200	-	0.0%
Rent - Office Space	74,500	74,700	200	0.3%
Rent - Meeting Rooms	500	2,500	2,000	400.0%
Lease - Copier (and usage charges)	2,670	2,500	(170)	-6.4%
Property and Liability Insurance	17,500	19,000	1,500	8.6%
Printing	4,000	4,000	-	0.0%
Interfund Charges County Treasurer (Fees)	5,110	5,400	290	5.7%
Total Materials and Services	132,040	131,650	(390)	-0.3%
Travel, Training, and Staff Development				
Mileage & Parking	2,700	3,000	300	11.1%
Travel / Training (Staff)	42,700	43,500	800	1.9%
Annual Summit / Guest Speakers	15,000	16,000	1,000	6.7%
Board/Staff Retreats, Facilitators, Refreshment	3,700	3,700	-	0.0%
Dues, Subscriptions, and Memberships	11,350	12,075	725	6.4%
Total Travel, Training, and Staff Development	75,450	78,275	2,825	3.7%
IT Operations				
IT Professional Services	36,300	36,300	-	0.0%
Software	52,720	55,850	3,130	5.9%
Hardware - New, Replacement, Repairs & Maintenance	18,500	18,500	-	0.0%
Online Services	13,875	14,825	950	6.8%
Total IT Services	121,395	125,475	4,080	3.4%
Contingency	25,000	25,000	-	0.0%
TOTAL EXPENDITURES	3,361,475	3,355,254	(6,221)	-0.2%



Spokane Regional Transportation Council

CALENDAR YEAR 2027 INDIRECT COST PLAN DRAFT

*Approved by the SRTC Board of Directors on
xx/xx/xxxx*

421 W Riverside Ave Suite 500
Spokane, WA 99201
www.srtc.org
509.343.6370

INDIRECT COST PLAN

CERTIFICATION STATEMENT

This is to certify that I have reviewed the Indirect Cost Plan submitted herewith and to the best of my knowledge and belief:

All costs included in this plan, 10/08/26, to establish billing or final indirect costs rate for January - December 2027 are allowable in accordance with the requirements of the Federal awards to which they apply and the provisions of 2 CFR Part 200-Uniform Administrative Requirements, Cost Principles, and Audit Requirement for Federal Awards. Unallowable costs have been adjusted for, in allocating costs as indicated in the Indirect Cost Plan.

All costs included in this plan are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the agreements to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently, and the Federal Government will be notified of any accounting changes that would affect the predetermined rate.

I declare that the foregoing is true and correct.

Spokane Regional Transportation Council

Lois Bollenback, Executive Director
Spokane Regional Transportation Council

10/08/2026

Date

Purpose

This document serves as the Calendar Year (CY) 2027 Indirect Cost Plan for the Spokane Regional Transportation Council (SRTC) and was prepared in accordance with the policies and procedures contained in 2 CFR Part 200-Uniform Administrative Requirements, Cost Principles, and Audit Requirement for Federal Awards. The 2027 Indirect Cost Plan will be effective for the months of January through December 2027.

Methodology

A consistent approach has been followed in the treatment of direct or indirect costs; in no case have costs charged as direct costs to programs been included as indirect costs. Actual expenditure information used to prepare the plan was obtained from financial statements. SRTC has not made any significant changes to the accounting treatment of any expense category or to its accounting system for CY 2027. The expenses will continue to be allocated between direct and indirect costs as described in the approved CY 2027 Indirect Cost Plan. The CY 2027 indirect rate calculation is based on the approved 2027 budget. Based on this amount, the new indirect cost rate will be 49% of total direct salaries and wages. This plan is for a fixed rate, with any over/under cost recovery amount adjusted in a subsequent year.

For CY 2027, SRTC will continue using Vision Municipal Solutions software for financial accounting and payroll processes. Vision MS is designed with the WA State Auditor's Office BARS reporting codes to provide seamless reporting for annual audits. The general ledger provides the capability of tracking overall expenses by calendar year and fiscal year, enabling an overall audit by either period. Salaries for hours worked, fringe benefits, and direct costs for each work element will be recorded in the appropriate task code.

The non-worked hours paid (vacation, holiday, sick leave, jury duty) and benefits will be prorated among the work elements. To accomplish the proration of the non-worked salary and benefits, these amounts will be accumulated in an independent function code number. At the end of each month, the non-worked salary and fringe benefit totals in this function code will be prorated to the Unified Planning Work Program (UPWP) work elements based on the amount of each employee's time in each work element. This will be done through a spreadsheet program from which actual billings will be prepared.

The proposed indirect cost percentage rate is of the "fixed rate with carry-over" type. Any over/under recovery for a specific year is carried forward to the following calendar year to be used as an adjustment to the following year's rate.

Expenses that are directly identifiable to a specific work element within SRTC are classified as "direct costs" and charged to the specific work elements to which they relate. Expenses that are not directly identifiable to a specific work element are classified as "indirect costs" and are recovered as a fixed percentage rate of total eligible salaries and wages.

Development of the CY 2027 Indirect Rate

The CY 2027 indirect cost is based on a calculated 2027 total of indirect costs of \$495,996 plus a 2025 (the two-year look back reconciliation period) adjustment of \$34,202, and a direct salary base of \$1,084,348 yielding an indirect cost rate of 49%. This information is documented in the Appendix in **Table 1: Total Proposed Indirect Costs for CY 2027**. Table 1 also demonstrates that ineligible costs associated with SRTC staff interaction with state and federal officials are not included in the calculated indirect cost rate.

$$\$495,996 + \$34,202 = \$530,198 / \$1,084,348 = 49\%$$

CY 2025 shows an under-recovery amount of <\$34,202>. This information is documented in the Appendix in **Table 2: CY 2025 Indirect Cost Recovery Analysis Worksheet**.

SRTC will use this indirect cost rate of 49% for the January-December 2027 billings, as reflective of anticipated expenditures.

Indirect Cost Rate Assumptions

In reviewing the operations of SRTC, part or all of the time of two employees was determined to be of an indirect support nature rather than a direct salary cost:

- (1) Administrative Services Manager – 100%
- (2) Administrative-Executive Coordinator – 100%

Estimates of the time spent on these activities were made, and the salary and fringe benefit costs involved were calculated from the approved CY 2027 budget. Based on the line items of expense in the CY 2027 budget, the following classifications of costs as direct or indirect were developed:

Direct:

- Advertising
- Computer Hardware
- Contractual Professional Services
- Direct Fringe Benefit Expenses
- Direct Salary Expenses
- Education Series/Guest Speakers
- Operating Supplies
- Postage
- Printing
- Publications
- Registration/Schooling
- Rentals – Equipment/Buildings/Facilities
- Software
- Software/Equipment Maintenance
- Telephone
- Travel/Training/Conferences

Indirect

- Advertising
- Computer Hardware
- Contractual Professional Services
- Dues, Subscriptions, Memberships
- Indirect Fringe Benefit Expenses
- Indirect Salary Expenses

- Interfund Reprographics
- Interfund Services*
- Lease of Equipment
- Online IT Services
- Operating Supplies
- Permits/Fees
- Postage
- Printing
- Property/Liability Insurance
- Publications
- Registration/Schooling
- Rentals – Equipment/Buildings/Facilities
- Software
- Software/Equipment Maintenance
- State Audit Charges
- Telephone
- Termination/Sick Leave/Vacation Pay
- Travel
- Unemployment

* Prorated share of Spokane County Treasurer Office costs for Treasury Services. These expenses are distributed by a standardized formula to all organizations using County Treasury services. The remaining interfund items are charged at standard rates to all users based on the amount of the service or products used or purchased.

Capital Expenditures were classified as allowed or not allowed, without prior approval from the grantor agencies, using the 2 CFR Part 200-Uniform Administrative Requirements, Cost Principles, and Audit Requirement for Federal Awards. These line items will be funded entirely from additional local funds in CY 2027 unless prior approval is sought for specific equipment acquisitions.

Inconsistently Treated Costs

Line items such as Software, Operating Supplies, Equipment Maintenance, and Advertising are treated on a case-by-case basis within this plan. The items will be purchased either for a specific contract or project or for general use. Expenditures will be specifically coded to show what they will be used for. SRTC proposes to treat those purchases that are made directly for a specific work element within the UPWP as a direct cost, while those purchases for general purpose programs are an indirect cost.

Salary and fringe benefit expenses are also treated as both a direct and an indirect cost, depending on the nature of the activity incurring the cost. A separate payroll cost accounting code and budget will be established to record actual employee time worked in the indirect cost activities to provide support for the indirect cost amounts and to avoid treating any specific salary expense as both a direct and an indirect charge. The related fringe benefit expenses for the indirect salary charges are also accounted for separately.

All other costs in this plan are treated consistently as direct or indirect costs for all grants. The indirect cost rate will be used in billing all federal and state grants and contracts executed by SRTC.

APPENDIX

Table 1: CY 2027 Indirect Cost Plan Worksheet

Table 2: CY 2027 Indirect Cost Recovery Analysis Worksheet for CY 2025

Table 3: Schedule of Federal Funds Expenditures for Calendar Year 2025

SRTC Organizational Chart

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TABLE 1 – SRTC CY 2027 INDIRECT COST PLAN WORKSHEET

	Cost Type	Indirect Cost expenditures	Ineligible Cost expenditures	Transp. Grants eligible expenditures	TOTAL	Cost Classified Direct to All Activity	Indirect to All Activity	TOTAL
SALARIES & FRINGE BENEFITS								
Salaries & Wages	D/I	200,658	10,000	1,074,348	\$1,285,006	\$1,084,348	200,658	\$1,285,006
Fringe Benefits	D/I	71,588	5,683	269,176	\$346,447	274,859	71,588	\$346,447
Total Salaries/Fringe Benefits		\$272,246	\$15,683	\$1,343,524	\$1,631,453	\$1,359,207	\$272,246	\$1,631,453
OTHER EXPENDITURES								
<i>Contractual/Professional Services</i>								
Legal Services	I	25,000	0	0	\$25,000	0	25,000	\$25,000
Consultant Services	D/I	0	0	1,280,900	\$1,280,900	1,280,900	0	\$1,280,900
State Audit Charges	I	23,000	0	0	\$23,000	0	23,000	\$23,000
Misc. Professional Services	D/I	14,500	3,000	17,000	\$34,500	20,000	14,500	\$34,500
<i>Materials & Services</i>								
Publications	D/I	0	500	225	\$500	500	0	\$500
Postage	I	400	0	0	\$400	0	400	\$400
Operating Supplies	D/I	1,250	5,250	0	\$6,500	5,250	1,250	\$6,500
Minor Equipment	D	0	4,000	0	\$4,000	4,000	0	\$4,000
Telephone	D/I	3,650	600	700	\$4,950	1,300	3,650	\$4,950
Advertising	D	0	4,750	2,450	\$7,200	7,200	0	\$7,200
Lease – Office	I	74,700	0	0	\$74,700	0	74,700	\$74,700
Rent – Meeting Rooms	D/I	2,500	0	0	\$2,500	0	2,500	\$2,500
Lease – Copier	I	2,500	0	0	\$2,500	0	2,500	\$2,500
Property/Liability Insurance	I	15,000	4,000	0	\$19,000	4,000	15,000	\$19,000
Printing	I	500	0	3,500	\$4,000	3,500	500	\$4,000
Unemployment	I	0	0	0	0	0	0	0
Treasury Services	I	5,400	0	0	\$5,400	0	5,400	\$5,400
Contingency	D/I	0	25,000	0	\$25,000	25,000	0	\$25,000
<i>Travel, Training, Staff Development</i>								
Mileage & Parking	D/I	200	1,200	1,600	\$3,000	2,800	200	\$3,000
Travel/Training	D/I	1,500	15,200	38,000	\$54,700	53,200	1,500	\$54,700
Registration	D/I	750	1,500	6,250	\$8,500	7,750	750	\$8,500
Dues, Subscrip., Memberships	D/I	0	12,075	0	\$12,075	12,075	0	\$12,075
<i>IT Operations</i>								
IT Management	I	28,800	7,500	0	\$36,300	7,500	28,800	\$36,300
Software	D/I	13,175	10,700	31,975	\$55,850	42,675	13,175	\$55,850
Hardware-new & replacement	D/I	1,500	3,250	8,750	\$13,500	12,000	1,500	\$13,500
Hardware-repair,maint.upgrades	D/I	0	5,000	0	\$5,000	5,000	0	\$5,000
Online Services	I	9,425	5,400	0	\$14,825	5,400	9,425	\$14,825
Total Other Expenditures		\$223,750	\$108,925	\$1,403,125	\$1,723,800	\$1,500,050	\$223,750	\$1,723,800

TOTAL		\$495,996	\$124,608	\$2,746,649	\$3,355,253	\$2,859,257	\$495,996	\$3,355,253
Adjustment for (over)/Under Recovery of Indirect Cost in FY 2025 (from Table 2) will be made in the CY 2027 IDC Plan							\$34,202	
Total Indirect Costs to be Recovered in CY 2027							\$530,198	
Proposed Indirect Cost Allocation Rates for CY 2027							49%	

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		TABLE 2 - CY 2025 INDIRECT COST RECOVERY ANALYSIS WORKSHEET- page 1 of 2													
Type	Description	Co st Ty pe	2025 Indirect Expenses (I)	2025 Ineligible Expenses (L)	Eligible Grant Expenses Jan-June25 (D)	Eligible Grant Expenses July-Dec 25 (D)				Commerce ETS Sites Jan- June25 (D)	Commerce ETS Sites July- Dec 25 (D)	TOTAL	Costs Classified Direct to All Activity	Costs Classified Indirect to All Activity	TOTAL
51000	Salaries/Wages	D/I	172,964.17	2,759.72	459,632.31	471,357.02						\$1,106,713.22	933,749.05	172,964.17	\$1,106,713.22
52000	Fringe Benefits	D/I	64,571.33	787.55	134,488.32	137,086.20						\$336,933.40	272,362.07	64,571.33	\$336,933.40
Total Sal/Fringe Benefits			\$237,535.50	\$3,547.27	\$594,120.63	\$608,443.22						\$1,443,646.62	\$1,206,111.12	\$237,535.50	\$1,443,646.62
Other Expenditures															
51620	Move Staff	D/I	0.00	0.00	0.00	0.00						0.00	0.00	0.00	0.00
53102	Publications	D/I	0.00	266.96	0.00	0.00						\$266.96	266.96	0.00	\$266.96
53103	Postage	D/I	252.50	0.00	0.00	0.00						\$252.50	0.00	252.50	\$252.50
53104	Software	D/I	9,821.57	0.00	21,147.32	523.68						\$31,492.57	21,671.00	9,821.57	\$31,492.57
53201	Operating Supplies	D/I	989.04	17,554.49	2,470.51	0.00						\$21,014.04	20,025.00	989.04	\$21,014.04
53502	Minor Equipment	D/I	4,364.52	10,501.85	0.00	0.00						\$14,886.37	10,501.85	4,364.52	\$14,886.37
54101	Prof. Services	D/I	47,253.58	1,233.56	6,140.07	0.00						\$54,627.19	7,373.63	47,253.56	\$54,627.19
54105	Legal Services	I	8,900.00	0.00	0.00	0.00						\$8,900.00	0.00	8,900.00	\$8,900.00
54120	State Audit Charges	I	27,959.10	0.00	0.00	0.00						\$27,959.10	0.00	27,959.10	\$27,959.10
54201	Contractual Services	D/I	1,730.97	16,517.73	313,775.44	62,706.99			135,875.82	586,242.18		\$1,116,849.13	1,115,118.16	1,730.97	\$1,116,849.13
54209	Online Services	D/I	11,396.40	0.00	0.00	0.00						\$11,396.40	0.00	11,396.40	\$11,396.40
54301	Telephone	D/I	5,057.01	0.00	286.35	401.43						\$5,744.79	687.78	5,057.01	\$5,744.79
54401	Travel/Mileage	D/I	4,144.03	7,432.47	4,048.70	4,250.21						\$19,875.41	15,731.38	4,144.03	\$19,875.41
54451	Advertising	D/I	1,322.66	0.00	800.44	718.51						\$2,841.61	1,518.95	1,322.66	\$2,841.61
54501	Rentals/Leases	D/I	66,606.40	0.00	0.00	0.00						\$66,606.40	0.00	66,606.40	\$66,606.40
54601	Prop/Liability Insurance	I	15,731.00	0.00	0.00	0.00						\$15,731.00	0.00	15,731.00	\$15,731.00
54803	Equip. Maintenance	D/I	694.91	0.00	0.00	0.00						\$694.91	0.00	694.91	\$694.91
54820	Software Maintenance	D/I	0.00	0.00	0.00	0.00						\$0.00	0.00	0.00	\$0.00
54902	Registration	D/I	1,035.00	5,012.70	2,966.08	1,375.00						\$10,388.79	9,353.78	1,035.00	\$10,388.78
54904	Dues, Subscrip, Mberships	D/I	100.00	11,490.88	0.00	0.00						\$11,590.88	11,490.88	100.00	\$11,590.88
54908	Permits/Fees	D/I	0.00	0.00	0.00	0.00						0.00	0.00	0.00	0.00
54909	Printing	D/I	623.99	0.00	1,151.08	604.65						\$2,379.72	1,755.73	623.99	\$2,379.72

55120	IG Services – General	D	0.00	0.00	0.00	0.00				0.00	0.00	0.00	0.00
59100	IF Charges	D/I	4,737.73	0.00	0.00	0.00				\$4,737.73	0.00	4,737.73	\$4,737.73
Total Other Expenditures													
TOTAL													
			\$212,720.39	\$70,010.64	\$352,785.99	\$70,580.47		\$135,875.82	\$586,242.18	\$1,428,215.49	\$1,215,495.10	\$212,720.39	\$1,428,215.49
			\$450,255.89	\$73,557.91	\$946,906.62	\$679,023.69		\$135,875.82	\$586,242.18	\$2,871,862.11	\$2,421,606.22	\$450,255.89	\$2,871,862.11

TABLE 2 - CY 2025 INDIRECT COST RECOVERY ANALYSIS WORKSHEET- page 2 of 2

Indirect Costs charged to SRTC Projects: CY 2025 approved indirect cost rate: 51%				TOTAL INDIRECT EXPENDITURES		\$450,255.89	
		2024	2024				
	RECOVERED	1 ST Half	2 nd Half				
	Regional Transportation Plan Update	47,702.69	59,058.47			\$106,761.16	
	Congestion Management Process	4,203.98	637.48			\$4,841.46	
	Program Mgt/Administration	55,857.72	55,326.67			\$111,184.39	
	Public/Stakeholder Participation & Education	34,203.45	31,530.13			\$65,733.58	
	Systems Analysis & Information Management	31,726.86	32,264.23			\$63,991.09	
	Transportation Improvement Plan	27,688.77	27,158.99			\$54,847.76	
	Planning Consultation & Studies	16,883.88	21,335.86			\$38,219.74	
	RTPO Planning Functions	5,743.79	11,276.09			\$17,019.88	
	Transportation Coordination	1,443.54	-			\$1,443.54	
	Safe Streets for All (SS4A)	4,959.23	-			\$4,959.23	
		\$230,413.91	\$235,678.70	Total Indirect Costs Recovered from Projects		\$469,001.83	
				Amount Over-Recovered in CY 2025		\$18,745.94	
				Amount (Under-Recovered) in CY 2024		\$(52,948.02)	
				Amount to be Adjusted in CY 2027 Under-Recovered		\$(34,202.08)	

TABLE 3 – SCHEDULE OF FEDERAL FUNDS EXPENDITURES FOR CY 2025

	<u>1st Half CY 2025</u>			<u>2nd Half CY 2025</u>		Consolidated	1 st Half	2 nd Half		Total
Item	PL	FTA	STBG	CPG	STBG	PL/FTA/STBG Funds				Federal Funds
Federal Revenue	313,655	104,259	464,601	681,202	34,976	\$1,598,693				\$1,598,693
Required Local Match	48,952	16,272	72,510	106,315	5,459	\$249,508				\$249,508
Additional Local	0	0	0	0	0	0				0
TOTAL	\$362,607	\$120,531	\$537,111	\$787,517	\$40,435	\$1,848,201				\$1,848,201
Total Salaries	150,829	51,681	225,465	426,296	19,413	\$873,685				\$873,685
Total Benefits	39,652	13,845	69,027	111,131	5,430	\$239,085				\$239,085
Total Other	95,203	28,648	127,631	32,679	5,691	\$289,852				\$289,852
Total IDC's	76,923	26,357	114,987	217,411	9,901	\$445,579				\$445,579
TOTAL	\$362,607	\$120,531	\$537,111	\$787,517	\$40,435	\$1,848,201				\$1,848,201
Direct charges – (Total amount less local match, usually at 13.5%)										
Direct Salaries/Wages						\$755,737				\$755,737
Direct Fringe Benefits						\$206,808				\$206,808
Other Direct Expenditure						\$250,722				\$250,722
Indirect Cost Plan						\$370,535				\$370,535
Total Federal Revenues						\$1,567,650				\$1,567,650

Administrative Requirement (Super Circular) 200.425 Audit Services (a) A reasonably proportionate share of the costs of audits required by, and performed in accordance with, the Single Audit Act Amendments of 1996 (31 U.S.C. 7501-7507), as implemented by requirements of the Part, are allowable.

However, the following audit costs are ineligible: Any costs of auditing a non-Federal entity that is exempted from having an audit conducted under the Single Audit Act and Subpart F-Audit Requirements of this Part, because its expenditures under Federal awards are less than \$1,000,000 during the non-Federal entity's fiscal year.

AGENDA ITEM 4 ATTACHMENT 3

SRTC Organizational Chart

Last Updated: September 2026



Spokane Regional
Transportation Council

SRTC Board of Directors

Voting Members

- › City of Airway Heights
- › City of Cheney
- › City of Deer Park
- › City of Liberty Lake
- › City of Medical Lake
- › City of Millwood
- › City of Spokane (2)
- › City of Spokane Valley (2)
- › Kalispel Tribe of Indians
- › Major Employer Representative
- › Rail/Freight Representative
- › Small Towns Representative¹
- › Spokane County (2)
- › Spokane Transit Authority
- › Spokane Tribe of Indians
- › WSDOT—Eastern Region
- › Washington State Transportation Commission

Ex-Officio Members

- › TTC Chair
- › TAC Chair
- › Regional Washington State Legislators

Administrative Committee

7 Board members appointed annually by the Board of Directors

Transportation Technical Committee (TTC)

21 Technical Staff appointed by member jurisdictions:

- › City of Airway Heights
- › City of Cheney
- › City of Liberty Lake
- › City of Spokane (3)
- › City of Spokane Valley (2)
- › Kalispel Tribe of Indians
- › Small Cities and Towns²
- › Spokane County (3)
- › Spokane Regional Clean Air Agency
- › Spokane Regional Health District
- › Spokane Transit Authority (2)
- › Spokane Tribe of Indians

Transportation Advisory Committee (TAC)

16 community members appointed by the Board of Directors representing a broad and diverse population that may include:

- › Active Transportation
- › Construction
- › Education
- › Environment
- › Health Care
- › Persons with Disability
- › Seniors
- › Technology
- › Utilities

SRTC Staff

Executive Director

Appointed by the Board

Deputy Executive Director

Transportation Planning Manager

- › Principal Transportation Planner (2)
- › Associate Transportation Planner III – Title VI/ADA Coordinator (1)
- › Associate Transportation Planner II (2)

Communications & PR Coordinator

Administrative Services Manager

Administrative Executive Coordinator

¹ Towns of Fairfield, Latah, Rockford, Spangle, and Waverly

² Towns listed above, plus the cities of Deer Park, Medical Lake, and Millwood

Note: In accordance with ILA 2021

Resolution R-22-01 - TAC

Resolution R-22-07 - TTC

Resolution R-22-19 - Administrative Committee



To: SRTC Board of Directors
From: Benjamin Kloskey, Associate Transportation Planner II
Topic: CY 2027-2030 Transportation Improvement Program (TIP) – Approval

Requested Action:

Approve Resolution R-26-25 adopting the 2027-2030 Transportation Improvement Program.

Key Points:

- SRTC is required to develop a Transportation Improvement Program (TIP) that includes a list of projects and programs to be carried out in the Spokane Metropolitan Planning Area over a four-year period.
- The TIP must be updated at least every four years; SRTC updates the TIP annually.
- Any project with federal funds from the Federal Highway Administration (FHWA) or Federal Transit Administration (FTA), as well as any regionally significant projects, must be included in the TIP.
- Member jurisdictions and agencies have submitted their TIP project records into the SRTC ProjectTracker eTIP software. SRTC staff have reviewed the records as part of developing the TIP.
- Once approved by the SRTC Board, the TIP is incorporated into the Washington State TIP (STIP), which is reviewed and approved by FHWA and FTA.
- The draft 2027-2030 TIP document is available on the [SRTC website](#).

Board/Committee Discussions:

The committees discussed the draft 2027-2030 TIP at their August 2026 meetings and unanimously recommended approval at their September 2026 meetings. The Board discussed the draft 2027-2030 TIP at their September 2026 meeting.

Public Involvement:

All SRTC Board and Committee meetings are open to the public. The draft 2027-2030 TIP was available for a 30-day public comment period from September 1 through October 1, 2026, with a public meeting held on September 24, 2026. There were no comments received.

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



RESOLUTION
of the BOARD OF DIRECTORS of the
SPOKANE REGIONAL TRANSPORTATION COUNCIL
R-26-25

ADOPTING THE 2027-2030 TRANSPORTATION IMPROVEMENT PROGRAM

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

WHEREAS, the CY 2027-2030 TIP has been developed under the direction of the SRTC Board in consultation with local government staff, Washington State Department of Transportation (WSDOT), Spokane Transit Authority (STA), and with input from various groups and members of the public.

NOW, THEREFORE BE IT RESOLVED, that the SRTC BOARD does hereby adopt the 2027-2030 Transportation Improvement Program to be incorporated into the Statewide Transportation Improvement Program (STIP) of Washington State.

ADOPTED: 10/08/2026

ATTEST

Anadia Grier
SRTC
Clerk of the Board

Mayor Cristella Kaminskas
City of Liberty Lake
Chair, SRTC Board of Directors



To: SRTC Board of Directors
From: Ryan Stewart, Principal Transportation Planner
Topic: City of Liberty Lake Comprehensive Plan Certification

Requested Action:

Approval of Resolution R-26-26 certifying the City of Liberty Lake 2026-2046 Comprehensive Plan.

Key Points:

- The SRTC Board adopted the Comprehensive Plan Certification Process update on 01/08/26.
- The City of Liberty Lake staff provided their Draft 2026-2046 Comprehensive Plan for review by SRTC on 06/15/26.
- SRTC staff have reviewed the City's Comprehensive Plan transportation chapter and other related elements. Staff filled out the certification checklist as part of this review.
- SRTC staff find that the City's transportation chapter and other related elements are consistent with the Regional Transportation Plan, Horizon 2050.
- SRTC staff find that the City's transportation element meets the other requirements as detailed in the **SRTC** Comprehensive Plan Certification Process.
- Please see the **Attachment** for more details.

Board/Committee Discussions:

Both the TAC and TTC at their 09/23/26 meetings unanimously recommended that the SRTC Board certify the City of Liberty Lake 2026-2046 Comprehensive Plan.

Public Involvement:

All SRTC Board and Committee meetings are open to the public. The City of Liberty Lake conducted an extensive public engagement effort as detailed in Appendix A of the plan.

Staff Contact: Ryan Stewart, SRTC | rstewart@srtc.org 509.343.6370



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

CERTIFYING THE CITY OF LIBERTY LAKE 2026-2046 COMPREHENSIVE PLAN

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

WHEREAS, the Washington State Growth Management Act requires that RTPOs certify that the transportation elements of jurisdictions' comprehensive plans and the countywide planning policies are consistent with the regional transportation plan, Horizon 2050; and

WHEREAS, the Washington State Growth Management Act requires that RTPOs certify that the comprehensive plans and countywide planning policies meet the requirements of RCW 36.70A.070; and

WHEREAS, the SRTC Comprehensive Plan Certification Process Update was developed under the direction of the SRTC Board of Directors in consultation with local government staff, Washington State Department of Transportation (WSDOT), and Spokane Transit Authority (STA), and with opportunity for input from members of the public; and

WHEREAS, the SRTC Comprehensive Plan Certification Process Update was adopted by Resolution R-26-03 by the SRTC Board of Directors on 01/08/26.

NOW, THEREFORE BE IT RESOLVED, that the SRTC Board of Directors certifies the City of Liberty Lake 2026-2046 Comprehensive Plan.

ADOPTED: 10/08/2026

ATTEST

Anadia Grier
SRTC
Clerk of the Board

Mayor Cris Kaminskas
City of Liberty Lake
Chair, SRTC Board of Directors

Review Checklist

The checklist will be used to conduct and document the certification of comprehensive plan related to 1) conformity with the GMA transportation element content requirements and 2) consistency with the adopted RTP. If "no" is checked for any criterion, additional coordination with the applicant/agency will occur to document and resolve any outstanding issues.

Applicant/Agency: City of Liberty Lake			
Type of Review: Comprehensive Plan ☒ Periodic Update ☐ Amendment		Date of Submission: 6/15/2026 Anticipated Date of Plan Adoption:	
Contact Person: Lance Mueller Email: lmueller@libertylakewa.gov			
Regional Consistency and GMA Conformity The checklist will be used to assess and document for conformity with the GMA transportation element content requirements and consistency with the adopted regional transportation plan (RTP).			
Checklist Criteria	Agency Response		Plan Page #
1. Was the update coordinated with neighboring jurisdictions and tribes (if applicable) and regional transportation agencies? <u>RCW 36.70A.100</u>	☒ Yes ☐ No If yes, check all the apply: ☒ WSDOT ☒ STA ☐ Kalispel Tribe of Indians ☐ Spokane Tribe of Indians ☒ <u>SRTC</u> ☒ <u>Spokane County</u>	If no, please provide explanation:	136
SRTC Comments:			
Coordination well documented. Also, coordinated with City of Spokane Valley. Held separate coordination calls/meetings to discuss modeling and other analysis. STA staff clarified that coordination with the City did occur. Transportation Policy 1.3			
2. Is the plan consistent with relevant countywide planning policies? <u>RCW 36.70A.100</u>	☒ Yes ☐ No	If no, please provide explanation:	97, 112
SRTC Comments:			
Transportation Goals & Policies are generally consistent with Countywide Planning Policies. Intersection LOS standard is consistent with CPP.			

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Checklist Criteria	Agency Response	Plan Page #
6. Are travel demand management (TDM) strategies included? <u>RCW 36.70A.070(6)(a)(vi)</u> <u>WAC 365-196-430(2)(i)(i)</u>	☒ Yes ☐ No	If no, please provide explanation: 129
SRTC Comments:		
Active transportation and transit options, participates in Commute Trip Reduction.		
7. Is there an active transportation component that addresses and encourages mode choice and alternatives to driving alone? <u>RCW 36.70A.070(6)(a)(vii)</u> <u>WAC 365-196-430(2)(j)</u>	☒ Yes ☐ No	If no, please provide explanation: 98, 106
SRTC Comments:		
Policies 1.8 and 1.30. Robust AT network, working on Sidewalk Master Plan.		
8. Do bicycle and pedestrian-supportive policies, programs, and projects address SRTC's Regional Bicycle Route Priority Network?	☐ Yes ☒ No	If no, please provide explanation: Not specifically referenced.
SRTC Comments:		
While SRTC regional priority network is not specifically referenced, the AT section and maps show network within city and connection to regional facilities.		
9. Do the land use and transportation elements address and plan for freight mobility and accessibility on the corridors within SRTC's Regional Freight Priority Network?	☐ Yes ☒ No	If no, please provide explanation: Not specifically referenced. 110
SRTC Comments:		
While SRTC regional network is not specifically referenced, freight transport and routes are acknowledged.		

Checklist Criteria	Agency Response	Plan Page #
10. Does the land use element support increased urban densities and transportation-efficient development and redevelopment?	☒ Yes ☐ No	If no, please provide explanation: 28, 57, 88
SRTC Comments:		
GHG element also has Sub-goal 3.1, Housing element policies as well.		
11. Does the plan address an ADA transition plan that includes a program to address deficiencies and obstacles that limit accessibility, methods to make facilities accessible, an implementation schedule, and identification of public officials responsible for plan? <u>RCW 36.70A.070(6)(a)(iii)(G)</u>	☒ Yes ☐ No	If no, please provide explanation: 134
SRTC Comments:		
Complete inventory not yet conducted but upgrading ADA features during roadway reconstruction.		
12. Does the transportation element address how transportation investments are equitably made? <u>RCW 36.70A.070(6)(a)(i) and (ii)(E)</u> <u>WAC 365-196-430(2)(f)</u>	☒ Yes ☐ No	If no, please provide explanation: 106, 135, App. F
SRTC Comments:		
Prioritization of active transportation improvements partially based on equity. Transportation Finance Priorities, "Investments and improvements that enhance the safety of all transportation network users"		
13. Does the transportation element demonstrate how system investments will reduce the number of traffic fatalities and serious injuries? <u>WAC 365-196-430 (2)(b)(i)</u>	☒ Yes ☐ No	If no, please provide explanation: 135
SRTC Comments:		
Prioritize "Investments and improvements that enhance the safety of all transportation network users"		

Checklist Criteria	Agency Response		Plan Page #
14. Does the plan include a forecast of multimodal transportation needs for a minimum of 10 years? <u>RCW 36.70A.070(6)(a)(i) and (iii)(E)</u> <u>WAC 365-196-430(2)(f)</u>	☐ Yes ☒ No	If no, please provide explanation:	
SRTC Comments:			
Only forecast for vehicular impact to LOS and short to long term mitigations.			
SEPA Infill and Housing Development Categorical Exemption			
15. Is an Infill and Housing Development Categorical Exemption is being requested per <u>RCW43.12C.229?</u>	☐ Yes, see questions 16 and 17 ☒ No		
SRTC Comments:			
Not requested.			
16. Does the environmental analysis address the proposed use or density and intensity of use and analyze multimodal transportation impacts, including impacts to neighboring jurisdictions, transit facilities, and the state transportation system?	☐ Yes ☐ No		
SRTC Comments:			
N/A			
17. Is consultation with WSDOT on impacts to state-owned transportation facilities clearly documented, including any necessary mitigation?	☐ Yes ☐ No		
SRTC Comments:			
N/A			

Checklist Criteria	Agency Response	Plan Page #
Multimodal Level of Service (See Attachment A for MMLOS Evaluation Methodology)		
18. Does the plan address multimodal levels of service (MMLOS) standards for all locally owned transportation facilities and transit routes? <u>RCW 36.70A.070(6)(a)(iii)(B) and (C).</u> <u>WAC 365-196-430</u>	☒ Yes ☐ No	If no, please provide explanation: 112, 113
SRTC Comments: Requirement is sidewalks and bike lanes on both sides of the street, while allowing a multimodal pathway to be provided in lieu of bike lanes and sidewalks on the same side of the street.		
19. Does the plan reference WSDOT MMLOS standards for the HSS and SRTC's MMLOS standards for the Non-HSS state highways? <u>RCW 36.70A.070(6)(a)(iii)(B) and (C).</u> <u>WAC 365-196-430</u>	☒ Yes ☐ No	If no, please provide explanation: 112
SRTC Comments: "WSDOT has not adopted one (as of the time of this writing)." "The Spokane Regional Transportation Council (SRTC) has published example level of service performance metrics for a variety of modes, including pedestrian, bicycle, and transit. The city may evaluate the use of these metrics when looking at ways to better describe levels of service for facilities within the city."		
20. Does the transportation element describe the plan's ability to meet local, regional and state MMLOS standards? Does the plan identify specific actions to bring transportation facilities and services to the established MMLOS if they do not meet standards? <u>RCW 36.70A.070(6)(a)(iii)(D)</u> <u>WAC 365-196-430</u>	☒ Yes ☐ No	If no, please provide explanation: 112
SRTC Comments: See comments above for 18.		

Checklist Criteria	Agency Response	Plan Page #
Climate		
21. Does the transportation element include goals and policies to support reductions in greenhouse gas emissions and per capita vehicle miles traveled (VMT)? <u>RCW 36.70A.070(9)</u>	☒ Yes ☐ No	If no, please provide explanation: 26-32, 129, App. D
SRTC Comments:		
GHG reduction goals and policies, Transportation resiliency, Appendix D.		
22. Does the resiliency element include goals and policies to improve climate preparedness, response and recovery efforts? <u>RCW 36.70A.070(9)</u>	☒ Yes ☐ No	If no, please provide explanation: 32-36, App. K,
SRTC Comments:		
Resiliency goals and policies, Appendix K – Transportation Resiliency Plan		
Finance Plan		
23. Does the plan include an analysis of the capability to fund identified need? <u>RCW 36.70A.070(6)(a)(vi)</u> <u>WAC 365-196-430(2)(i)(i)</u>	☐ Yes ☒ No	If no, please provide explanation: 136
SRTC Comments:		
Potential future funding sources mentioned but not analysis of need.		

Checklist Criteria	Agency Response	Plan Page #
24. Does the plan include a multi-year financing plan based on the identified needs identified? <u>RCW 36.70A.070(6)(a)(iv)(B)</u> <u>RCW 35.77.010</u> <u>WAC 365-196-430(2)(k)(ii)</u>	☐ Yes ☒ No	If no, please provide explanation: 157
SRTC Comments: Policy 1.9, reference to 6-year TIP (periodic update checklist page 20), impact fees (periodic update checklist page 42)		
25. Does the plan discuss probable funding short falls in meeting identified needs and how additional funding will be secured, or how land use assumptions will be reassessed to meet MMLOS standards? <u>RCW 36.70A.070(6)(a)(iv)(A)</u> <u>WAC 365.196-430(2)(k)(iv)</u>	☐ Yes ☒ No	If no, please provide explanation:
SRTC Comments: Reference to 6-year TIP and Capital Facilities Plan to be updated to 20-year comp plan period.		

Additional Explanation	
Question:	Comment:



To: SRTC Board of Directors
From: Angela Paparazzo, Associate Transportation Planner II
Topic: City of Medical Lake Comprehensive Plan Certification

Requested Action:

Approval of Resolution R-26-27 certifying the City of Medical Lake 2046 Comprehensive Plan.

Key Points:

- The SRTC Board adopted the Comprehensive Plan Certification Process update on 01/08/26.
- The City of Medical Lake staff provided their [Draft 2026-2046 Comprehensive Plan](#) for review by SRTC on 6/16/2026.
- SRTC staff have reviewed the City's Comprehensive Plan transportation chapter and other related elements. Staff filled out the certification checklist as part of this review.
- SRTC staff find that the City's transportation chapter and other related elements are consistent with the Regional Transportation Plan, Horizon 2050.
- SRTC staff find that the City's transportation element meets the other requirements as detailed in the SRTC Comprehensive Plan Certification Process.
- Please see the **Attachment** for more details.

Board/Committee Discussions:

Both the TAC and TTC unanimously recommended that the SRTC Board certify the City of Medical Lake 2046 Comprehensive Plan at their 09/23/26 meetings.

Public Involvement:

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

Staff Contact: Angela Paparazzo, SRTC | apaparazzo@srtc.org | 509.343.6376



RESOLUTION
of the BOARD OF DIRECTORS of the
SPOKANE REGIONAL TRANSPORTATION COUNCIL
R-26-27

CERTIFYING THE CITY OF MEDICAL LAKE 2026-2046 COMPREHENSIVE PLAN

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

WHEREAS, the Washington State Growth Management Act requires that RTPOs certify that the transportation elements of jurisdictions' comprehensive plans and the countywide planning policies are consistent with the regional transportation plan, Horizon 2050; and

WHEREAS, the Washington State Growth Management Act requires that RTPOs certify that the comprehensive plans and countywide planning policies meet the requirements of RCW 36.70A.070; and

WHEREAS, the SRTC Comprehensive Plan Certification Process Update was developed under the direction of the SRTC Board of Directors in consultation with local government staff, Washington State Department of Transportation (WSDOT), and Spokane Transit Authority (STA), and with opportunity for input from members of the public; and

WHEREAS, the SRTC Comprehensive Plan Certification Process Update was adopted by Resolution R-26-03 by the SRTC Board of Directors on 01/08/26.

NOW, THEREFORE BE IT RESOLVED, that the SRTC Board of Directors certifies the City of Medical Lake 2026-2046 Comprehensive Plan.

ADOPTED: 10/08/2026

ATTEST

Anadia Grier
SRTC
Clerk of the Board

Mayor Cris Kaminskas
City of Liberty Lake
Chair, SRTC Board of Directors

Review Checklist

The checklist will be used to conduct and document the certification of comprehensive plan related to 1) conformity with the GMA transportation element content requirements and 2) consistency with the adopted RTP. If "no" is checked for any criterion, additional coordination with the applicant/agency will occur to document and resolve any outstanding issues.

Applicant/Agency: City of Medical Lake			
Type of Review: Comprehensive Plan ☒ Periodic Update ☐ Amendment		Date of Submission: 6/16/2026 Anticipated Date of Plan Adoption: 8/18/2026	
Contact Person: Elisa Rodriquez; Medical Lake, Senior Planner Email: ERodriquez@medical-lake.org			
Regional Consistency and GMA Conformity The checklist will be used to assess and document for conformity with the GMA transportation element content requirements and consistency with the adopted regional transportation plan (RTP).			
Checklist Criteria	Agency Response		Plan Page #
1. Was the update coordinated with neighboring jurisdictions and tribes (if applicable) and regional transportation agencies? <u>RCW 36.70A.100</u>	☒ Yes ☐ No If yes, check all the apply: ☒ WSDOT ☐ STA ☐ Kalispel Tribe of Indians ☐ Spokane Tribe of Indians ☐ _____ ☐ _____		If no, please provide explanation: 7-9, 32
SRTC Comments:			
Referenced the County Wide Planning Policies, and included SRTC's Metropolitan Transportation Plan within the transportation chapter.			
2. Is the plan consistent with relevant countywide planning policies? <u>RCW 36.70A.100</u>	☒ Yes ☐ No		If no, please provide explanation: 30-32, 45-46
SRTC Comments:			
References County Wide Planning Policies within land use and transportation chapters.			

Checklist Criteria	Agency Response	Plan Page #
3. Does the plan (or plan update/amendment) support the SRTC RTP Guiding Principles and policies?	☒ Economic Vitality ☒ Cooperation & Leadership ☒ Stewardship ☒ System Operations, Maintenance, & Preservation ☒ Safety & Security ☒ Choice & Mobility ☒ Quality of Life	If no, please provide explanation: 5-6, 32-45, 68-70
SRTC Comments: Economic Vitality: Chapter 5: Land Use; Chapter 11: "Placemaking"; Chapter 12: Zoning and Development Standards; Cooperation & Leadership: Stewardship: Chapter 7: Capital Facilities; System Operations, Maintenance, & Preservation: Chapter 3: Public Services; Chapter 6: Transportation Safety & Security: Chapter 3: Public Services; Chapter 8: Transportation and Mobility; Chapter 9: Natural Environment; Chapter 10: Climate Resiliency; Chapter 13: Urban Growth Area Choice & Mobility: Chapter 6: Transportation & Mobility; Chapter 7: Capital Facilities; Chapter 8: Parks; Chapter 10: Climate Resiliency Quality of Life: Chapter 5: Land use; Chapter 7: Capital Facilities; Chapter 8: Parks; Chapter 9: Natural Environment; Chapter 11: "Placemaking"; Chapter 12: Zoning and Development Standards		
4. Does the transportation element include an inventory of air, water, and ground transportation facilities and services, including state-owned transportation facilities? <u>RCW 36.70A.070(6)(a)(iii)(A)</u> <u>WAC 365-196-430</u>	☒ Yes ☐ No	If no, please provide explanation: 32-36, 47-50
SRTC Comments: Chapter 6: Transportation and Mobility, pages 32-36. Chapter 7: Capital Facilities, pages 47-50.		
5. Is the transportation element consistent with the land use element including land use assumptions, population forecasts and planning periods? <u>RCW 36.70A.070(6)</u> <u>WAC 365-196-430 (1) (a)</u>	☒ Yes ☐ No	If no, please provide explanation: 27-46
SRTC Comments: Chapter 5: Land Use, beginning on page 27. Chapter 6: Transportation and Mobility, beginning on page 32. The Transportation and Mobility chapter supports housing and land use strategies for "compact, connected growth by planning for a multi-modal system."		

Checklist Criteria	Agency Response	Plan Page #
6. Are travel demand management (TDM) strategies included? <u>RCW 36.70A.070(6)(a)(vi)</u> <u>WAC 365-196-430(2)(i)(i)</u>	☒ Yes ☐ No	If no, please provide explanation: 32, 45
SRTC Comments:		
Chapter 6: Transportation and Mobility, Page 32, Chapter 6: Transportation and Mobility, Page 45; consists of goals and strategies related to travel demand management		
7. Is there an active transportation component that addresses and encourages mode choice and alternatives to driving alone? <u>RCW 36.70A.070(6)(a)(vii)</u> <u>WAC 365-196-430(2)(j)</u>	☒ Yes ☐ No	If no, please provide explanation: 35-38, 45-46
SRTC Comments:		
Chapter 6: Transportation and Mobility, Page 35-38; Active Transportation Network Chapter 6: Transportation and Mobility, Page 45; consists of goals and strategies related to active transportation		
8. Do bicycle and pedestrian-supportive policies, programs, and projects address SRTC's Regional Bicycle Route Priority Network?	☒ Yes ☐ No	If no, please provide explanation: 35-38, 45-46
SRTC Comments:		
Chapter 6: Transportation and Mobility, Page 35-38; Chapter 6: Transportation and Mobility, Page 45-46; consists of goals and strategies related to active transportation.		
9. Do the land use and transportation elements address and plan for freight mobility and accessibility on the corridors within SRTC's Regional Freight Priority Network?	☒ Yes ☐ No	If no, please provide explanation: 34-35
SRTC Comments:		
Chapter 6: Transportation and Mobility, Page 34-35;		

Checklist Criteria	Agency Response	Plan Page #
10. Does the land use element support increased urban densities and transportation-efficient development and redevelopment?	☒ Yes ☐ No	If no, please provide explanation: 27-32
SRTC Comments:		
Chapter 5: Land Use, Page 27-31;		
11. Does the plan address an ADA transition plan that includes a program to address deficiencies and obstacles that limit accessibility, methods to make facilities accessible, an implementation schedule, and identification of public officials responsible for plan? <u>RCW 36.70A.070(6)(a)(iii)(G)</u>	☒ Yes ☒ No	If no, please provide explanation: Need to clarify. 34, 45
SRTC Comments:		
Chapter 6: Transportation and Mobility; included in "Traffic Operations and Capacity" on page 34 and in "Transit Overview" on page 35. Mentions the need to make updates that are ADA-compliant. Improving ADA connections to bus stops is listed as priority action on page 46. Chapter 7: Capital Facilities; Noted in priority actions under transportation system needs to implement sidewalk connectivity that is ADA compliant. Methods and implementation schedule are unclear.		
12. Does the transportation element address how transportation investments are equitably made? <u>RCW 36.70A.070(6)(a)(i) and (ii)(E)</u> <u>WAC 365-196-430(2)(f)</u>	☒ Yes ☐ No	If no, please provide explanation: 39, 45, 65
SRTC Comments:		
Chapter 6: Transportation and Mobility; Included in page 39; Included in the Financing Strategy on page 44 & 45		
13. Does the transportation element demonstrate how system investments will reduce the number of traffic fatalities and serious injuries? <u>WAC 365-196-430 (2)(b)(i)</u>	☒ Yes ☐ No	If no, please provide explanation: 34-35, 45
SRTC Comments:		
Chapter 6: Transportation and Mobility; Included in Traffic Operations and Capacity and Key Safety and System Issues sections on page 34 and 35; Included in the financing strategy on page 44 & 45		

Checklist Criteria	Agency Response		Plan Page #
14. Does the plan include a forecast of multimodal transportation needs for a minimum of 10 years? <u>RCW 36.70A.070(6)(a)(i) and (iii)(E)</u> <u>WAC 365-196-430(2)(f)</u>	☒ Yes ☐ No	If no, please provide explanation:	39-42
SRTC Comments:			
Chapter 6: Transportation and Mobility; included in Future Traffic Forecasts and Intersection Needs on page 39; Maps on pages 40-42			
SEPA Infill and Housing Development Categorical Exemption			
15. Is an Infill and Housing Development Categorical Exemption is being requested per <u>RCW43.12C.229?</u>	☐ Yes, see questions 16 and 17 ☒ No		N/A
SRTC Comments:			
Opted Out			
16. Does the environmental analysis address the proposed use or density and intensity of use and analyze multimodal transportation impacts, including impacts to neighboring jurisdictions, transit facilities, and the state transportation system?	☐ Yes ☐ No		N/A
SRTC Comments:			
Opted Out			
17. Is consultation with WSDOT on impacts to state-owned transportation facilities clearly documented, including any necessary mitigation?	☐ Yes ☐ No		N/A
SRTC Comments:			
Opted Out			

Checklist Criteria	Agency Response	Plan Page #
Multimodal Level of Service (See Attachment A for MMLOS Evaluation Methodology)		
18. Does the plan address multimodal levels of service (MMLOS) standards for all locally owned transportation facilities and transit routes? <u>RCW 36.70A.070(6)(a)(iii)(B) and (C).</u> <u>WAC 365-196-430</u>	☒ Yes ☐ No	If no, please provide explanation: 34, 43-44
SRTC Comments:		
Chapter 6: Transportation and Mobility; Included in Traffic Operations and Capacity on page 34; Included in Level of Service on page 43 and the Financing Strategy on page 44		
19. Does the plan reference WSDOT MMLOS standards for the HSS and SRTC's MMLOS standards for the Non-HSS state highways? <u>RCW 36.70A.070(6)(a)(iii)(B) and (C).</u> <u>WAC 365-196-430</u>	☒ Yes ☐ No	If no, please provide explanation: 43
SRTC Comments:		
Chapter 6: Transportation and Mobility; Included in Level of Service on page 43.		
20. Does the transportation element describe the plan's ability to meet local, regional and state MMLOS standards? Does the plan identify specific actions to bring transportation facilities and services to the established MMLOS if they do not meet standards? <u>RCW 36.70A.070(6)(a)(iii)(D)</u> <u>WAC 365-196-430</u>	☒ Yes ☐ No	If no, please provide explanation: 45-46
SRTC Comments:		
Chapter 6: Transportation and Mobility; Included in the goals and strategies on page 45-46.		

Checklist Criteria	Agency Response	Plan Page #
Climate		
21. Does the transportation element include goals and policies to support reductions in greenhouse gas emissions and per capita vehicle miles traveled (VMT)? <u>RCW 36.70A.070(9)</u>	☒ Yes ☐ No	If no, please provide explanation: 32, 64-66
SRTC Comments:		
Chapter 6: Transportation and Mobility; Included on Page 32; Chapter 10: Climate Resiliency; Included on pages 64-66;		
22. Does the resiliency element include goals and policies to improve climate preparedness, response and recovery efforts? <u>RCW 36.70A.070(9)</u>	☒ Yes ☐ No	If no, please provide explanation: 64-66
SRTC Comments:		
Chapter 10: Climate Resiliency; Included on pages 64-66;		
Finance Plan		
23. Does the plan include an analysis of the capability to fund identified need? <u>RCW 36.70A.070(6)(a)(vi)</u> <u>WAC 365-196-430(2)(i)(i)</u>	☒ Yes ☐ No	If no, please provide explanation: 44-45, 53-55
SRTC Comments:		
Chapter 6: Transportation and Mobility; Included in the Financing Strategy and Goals and Strategies, Page 44-45 Chapter 7: Capital Facilities; included in the Financing Strategy and Goals and Strategies, Page 53-55		

Checklist Criteria	Agency Response	Plan Page #
24. Does the plan include a multi-year financing plan based on the identified needs identified? <u>RCW 36.70A.070(6)(a)(iv)(B)</u> <u>RCW 35.77.010</u> <u>WAC 365-196-430(2)(k)(ii)</u>	☒ Yes ☐ No	If no, please provide explanation: 44-45, 54
SRTC Comments: Chapter 6: Transportation and Mobility; Included in the Financing Strategy and Goals and Strategies, Page 44-45 Chapter 7: Capital Facilities; included in the Financing Strategy and Goals and Strategies, Page 54		
25. Does the plan discuss probable funding short falls in meeting identified needs and how additional funding will be secured, or how land use assumptions will be reassessed to meet MMLOS standards? <u>RCW 36.70A.070(6)(a)(iv)(A)</u> <u>WAC 365.196-430(2)(k)(iv)</u>	☒ Yes ☐ No	If no, please provide explanation: 44-45
SRTC Comments: Chapter 6: Transportation and Mobility; Included in the Financing Strategy and Goals and Strategies, Page 44-45		

Additional Explanation	
Question:	Comment:



To: SRTC Board of Directors
From: Angela Paparazzo, Associate Transportation Planner II
Topic: City of Airway Heights Comprehensive Plan Certification

Requested Action:

Approval of Resolution R-26-28 certifying the City of Airway Heights 2026-2046 Comprehensive Plan.

Key Points:

- The SRTC Board adopted the Comprehensive Plan Certification Process update on 01/08/26.
- The City of Airway Heights staff provided their [Draft 2026–2046 Comprehensive Plan](#) for review by SRTC on 7/30/2026.
- SRTC staff have reviewed the City’s Comprehensive Plan transportation chapter and other related elements. Staff filled out the certification checklist as part of this review.
- SRTC staff find that the City’s transportation chapter and other related elements are consistent with the Regional Transportation Plan, Horizon 2050.
- SRTC staff find that the City’s transportation element meets the other requirements as detailed in the SRTC Comprehensive Plan Certification Process.
- Coordination between Airway Heights and WSDOT is satisfied, while specialized coordination with WSDOT regarding infill housing exceptions is currently ongoing.
- Please see the **Attachment** for more details.

Board/Committee Discussions:

Both the TAC and TTC unanimously recommended that the SRTC Board certify the City of Airway Heights 2026-2046 Comprehensive Plan at their 09/23/26 meetings.

Public Involvement:

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

Staff Contact: Angela Paparazzo, SRTC | apaparazzo@srtc.org | 509.343.6376



RESOLUTION
of the BOARD OF DIRECTORS of the
SPOKANE REGIONAL TRANSPORTATION COUNCIL
R-26-28

CERTIFYING THE CITY OF AIRWAY HEIGHTS 2026-2046 COMPREHENSIVE PLAN

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

WHEREAS, the Washington State Growth Management Act requires that RTPOs certify that the transportation elements of jurisdictions' comprehensive plans and the countywide planning policies are consistent with the regional transportation plan, Horizon 2050; and

WHEREAS, the Washington State Growth Management Act requires that RTPOs certify that the comprehensive plans and countywide planning policies meet the requirements of RCW 36.70A.070; and

WHEREAS, the SRTC Comprehensive Plan Certification Process Update was developed under the direction of the SRTC Board of Directors in consultation with local government staff, Washington State Department of Transportation (WSDOT), and Spokane Transit Authority (STA), and with opportunity for input from members of the public; and

WHEREAS, the SRTC Comprehensive Plan Certification Process Update was adopted by Resolution R-26-03 by the SRTC Board of Directors on 01/08/26.

NOW, THEREFORE BE IT RESOLVED, that the SRTC Board of Directors certifies the City of Airway Heights 2026-2046 Comprehensive Plan.

ADOPTED: 10/08/2026

ATTEST

Anadia Grier
SRTC
Clerk of the Board

Mayor Cris Kaminskas
City of Liberty Lake
Chair, SRTC Board of Directors

Review Checklist

The checklist will be used to conduct and document the certification of comprehensive plan related to 1) conformity with the GMA transportation element content requirements and 2) consistency with the adopted RTP. If "no" is checked for any criterion, additional coordination with the applicant/agency will occur to document and resolve any outstanding issues.

Applicant/Agency: City of Airway Heights			
Type of Review: Comprehensive Plan ☒ Periodic Update ☐ Amendment		Date of Submission: June 30th, 2026 Anticipated Date of Plan Adoption:	
Contact Person: Heather Trautman or Bill White Email: htrautman@cawh.org or bwhite@civtech.com			
Regional Consistency and GMA Conformity The checklist will be used to assess and document for conformity with the GMA transportation element content requirements and consistency with the adopted regional transportation plan (RTP).			
Checklist Criteria	Agency Response		Plan Page #
1. Was the update coordinated with neighboring jurisdictions and tribes (if applicable) and regional transportation agencies? <u>RCW 36.70A.100</u>	☒ Yes ☐ No If yes, check all the apply: ☒ WSDOT ☒ STA ☒ Kalispel Tribe of Indians ☒ Spokane Tribe of Indians ☐ _____ ☐ _____	If no, please provide explanation:	Pages 76-89
SRTC Comments: Policies consider the needs of neighboring jurisdictions, tribes, and regional transportation agencies, including, Fairchild Air Force Base, STA, Spokane County, WSDOT, Spokane International Airport and SRTC. plan discusses the partner project initiatives of the Spokane and Kalispel Tribes.			
2. Is the plan consistent with relevant countywide planning policies? <u>RCW 36.70A.100</u>	☒ Yes ☐ No	If no, please provide explanation:	Page 77, 183, 190
SRTC Comments: Plan is consistent with CWPP.			

Checklist Criteria	Agency Response	Plan Page #
3. Does the plan (or plan update/amendment) support the SRTC RTP Guiding Principles and policies?	☒ Economic Vitality ☒ Cooperation & Leadership ☒ Stewardship ☒ System Operations, Maintenance, & Preservation ☒ Safety & Security ☒ Choice & Mobility ☒ Quality of Life	If no, please provide explanation: Pages 69-99
SRTC Comments: Provides and overview of SRTC Guiding Principals and the relation of City projects to the regional guidelines.		
4. Does the transportation element include an inventory of air, water, and ground transportation facilities and services, including state-owned transportation facilities? <u>RCW 36.70A.070(6)(a)(iii)(A)</u> <u>WAC 365-196-430</u>	☒ Yes ☐ No	If no, please provide explanation: Page 44-47, 99-133
SRTC Comments: Much analysis and recommendation is dedicated to U.S. 2 as a National and regional highway of significance. See pages 23 – 24 (pdf) Air and Water, and 50 – 67 (pdf) Existing Conditions and Future Conditions.		
5. Is the transportation element consistent with the land use element including land use assumptions, population forecasts and planning periods? <u>RCW 36.70A.070(6)</u> <u>WAC 365-196-430 (1) (a)</u>	☒ Yes ☐ No	If no, please provide explanation: Pages 49-63
SRTC Comments: "Future Land Use" discuss Transportation Element land uses assumption correlation to the Land Use Element.		

Checklist Criteria	Agency Response	Plan Page #
6. Are travel demand management (TDM) strategies included? <u>RCW 36.70A.070(6)(a)(vi)</u> <u>WAC 365-196-430(2)(i)(i)</u>	☒ Yes ☐ No	If no, please provide explanation: Pages 25-27, 138-144
SRTC Comments:		
Section II, Policies and Actions, and Section VII, Transportation Climate, include TDM strategies.		
7. Is there an active transportation component that addresses and encourages mode choice and alternatives to driving alone? <u>RCW 36.70A.070(6)(a)(vii)</u> <u>WAC 365-196-430(2)(j)</u>	☒ Yes ☐ No	If no, please provide explanation: Page 98-137
SRTC Comments:		
Section VI, Active Transportation is dedicated to mode choice and targeted active mobility and transit projects.		
8. Do bicycle and pedestrian-supportive policies, programs, and projects address SRTC's Regional Bicycle Route Priority Network?	☒ Yes ☐ No	If no, please provide explanation: Page 23, 98-129
SRTC Comments:		
Section II Goals presents several multimodal goals and policies that compliment SRTC objectives. Section VI, Active Transportation, identifies pedestrian and bicycle network priority projects that support regional connectivity.		
9. Do the land use and transportation elements address and plan for freight mobility and accessibility on the corridors within SRTC's Regional Freight Priority Network?	☒ Yes ☐ No	If no, please provide explanation: Page 44, 72-89
SRTC Comments:		
Objectives and projects for moving people and goods are highlighted for U.S. 2 & Hayford Road, many of these projects are identified with the regional TP.		

Checklist Criteria	Agency Response	Plan Page #
10. Does the land use element support increased urban densities and transportation-efficient development and redevelopment?	☒ Yes ☐ No	If no, please provide explanation: Page 44-63, 98-129
SRTC Comments:		
Notes the diversification of residential land uses to address urban density variations. Multimodal strategies for efficient movements are discussed with Section VI (page 50-65).		
11. Does the plan address an ADA transition plan that includes a program to address deficiencies and obstacles that limit accessibility, methods to make facilities accessible, an implementation schedule, and identification of public officials responsible for plan? <u>RCW 36.70A.070(6)(a)(iii)(G)</u>	☒ Yes ☐ No	If no, please provide explanation: Page 133-137
SRTC Comments:		
Discuss the relation of the Element to the City ADA Transition Plan and later incorporates projects into short and long range TIP's.		
12. Does the transportation element address how transportation investments are equitably made? <u>RCW 36.70A.070(6)(a)(i) and (ii)(E)</u> <u>WAC 365-196-430(2)(f)</u>	☒ Yes ☐ No	If no, please provide explanation: Page 23-33, 108-121
SRTC Comments:		
Section II Goals highlights equity actions, note the demographics that supports objectives for residents below equitable means. Highlights multimodal solutions for marginalized neighborhoods.		
13. Does the transportation element demonstrate how system investments will reduce the number of traffic fatalities and serious injuries? <u>WAC 365-196-430 (2)(b)(i)</u>	☒ Yes ☐ No	If no, please provide explanation: Page 34-45, 72-89
SRTC Comments:		
Highlight an extensive safety analysis. Section V presents extensive improvements recommended to improve safety and mobility for Airway Heights citizens.		

Checklist Criteria	Agency Response	Plan Page #
14. Does the plan include a forecast of multimodal transportation needs for a minimum of 10 years? <u>RCW 36.70A.070(6)(a)(i) and (iii)(E)</u> <u>WAC 365-196-430(2)(f)</u>	☒ Yes ☐ No	If no, please provide explanation: Page 146-173
SRTC Comments:		
Section VIII presents multimodal solutions for 6-Year, 20-year, and longer term horizons.		
SEPA Infill and Housing Development Categorical Exemption		
15. Is an Infill and Housing Development Categorical Exemption is being requested per <u>RCW43.12C.229</u> ?	☒ Yes, see questions 16 and 17 ☐ No	Page 66, 87, 124, 159
SRTC Comments:		
The proposed code update requests the residential development categorical exemption authorized by SB 5412 and RCW 43.21C.229 (3) for qualifying housing development within the incorporated UGA.		
16. Does the environmental analysis address the proposed use or density and intensity of use and analyze multimodal transportation impacts, including impacts to neighboring jurisdictions, transit facilities, and the state transportation system?	☒ Yes ☐ No	Page 66
SRTC Comments:		
The Transportation Element analyzes forecast land use intensity and multimodal impacts, including effects on regional and state facilities. Additional analysis will be addressed through the Comprehensive Plan SEPA review.		
17. Is consultation with WSDOT on impacts to state-owned transportation facilities clearly documented, including any necessary mitigation?	☐ Yes ☒ No	Page 87
SRTC Comments:		
WSDOT had not recieved specified coordination on this effort at stated by WSDOT at the 9.23.2026 SRTC TTC meeting.		

Checklist Criteria	Agency Response	Plan Page #
Multimodal Level of Service (See Attachment A for MMLOS Evaluation Methodology)		
18. Does the plan address multimodal levels of service (MMLOS) standards for all locally owned transportation facilities and transit routes? <u>RCW 36.70A.070(6)(a)(iii)(B) and (C).</u> <u>WAC 365-196-430</u>	☒ Yes ☐ No	If no, please provide explanation: Page 128-129
SRTC Comments:		
Highlights the multimodal LOS developed for the Element, Page 65-66 presents the application of this standard to active mobility projects.		
19. Does the plan reference WSDOT MMLOS standards for the HSS and SRTC's MMLOS standards for the Non-HSS state highways? <u>RCW 36.70A.070(6)(a)(iii)(B) and (C).</u> <u>WAC 365-196-430</u>	☒ Yes ☐ No	If no, please provide explanation: Solutions for U.S. 2 were adapted from WSDOT and SRTC regional plans which present Regional MM Performances. The City objective related to these projects. Page 100-104
SRTC Comments:		
Element solutions for U.S. 2 were adapted from WSDOT and SRTC regional Plans which already present regional MM performances. The City objective related to these projects.		
20. Does the transportation element describe the plan's ability to meet local, regional and state MMLOS standards? Does the plan identify specific actions to bring transportation facilities and services to the established MMLOS if they do not meet standards? <u>RCW 36.70A.070(6)(a)(iii)(D)</u> <u>WAC 365-196-430</u>	☒ Yes ☐ No	If no, please provide explanation: Element solutions for U.S. 2 were adapted from WSDOT and SRTC regional Plans which present regional MM performances. The City objective related to these projects. Page 100-104
SRTC Comments:		
Element solutions for U.S. 2 were adapted from WSDOT and SRTC regional Plans which already present regional MM performances. The City objective related to these projects.		

Checklist Criteria	Agency Response	Plan Page #
Climate		
21. Does the transportation element include goals and policies to support reductions in greenhouse gas emissions and per capita vehicle miles traveled (VMT)? <u>RCW 36.70A.070(9)</u>	☒ Yes ☐ No	If no, please provide explanation: Page 138-144
SRTC Comments:		
Section VII discusses GHG and VMT objectives and performance review.		
22. Does the resiliency element include goals and policies to improve climate preparedness, response and recovery efforts? <u>RCW 36.70A.070(9)</u>	☒ Yes ☐ No	If no, please provide explanation: Page 23-27
SRTC Comments:		
Section II Goals presents goals for emergency preparedness		
Finance Plan		
23. Does the plan include an analysis of the capability to fund identified need? <u>RCW 36.70A.070(6)(a)(vi)</u> <u>WAC 365-196-430(2)(i)(i)</u>	☒ Yes ☐ No	If no, please provide explanation: Page 166-173
SRTC Comments:		
Discusses funding considerations and objectives.		

Checklist Criteria	Agency Response	Plan Page #
24. Does the plan include a multi-year financing plan based on the identified needs identified? <u>RCW 36.70A.070(6)(a)(iv)(B)</u> <u>RCW 35.77.010</u> <u>WAC 365-196-430(2)(k)(ii)</u>	☒ Yes ☐ No	If no, please provide explanation: Page 160-173
SRTC Comments: Discusses project priorities based on priority, an annual funding plan is presented with the revised City 6-Year TIP.		
25. Does the plan discuss probable funding short falls in meeting identified needs and how additional funding will be secured, or how land use assumptions will be reassessed to meet MMLOS standards? <u>RCW 36.70A.070(6)(a)(iv)(A)</u> <u>WAC 365.196-430(2)(k)(iv)</u>	☒ Yes ☐ No	If no, please provide explanation: Page 166-173
SRTC Comments: Discusses funding considerations and objectives. Discussion is lacking on the land use side.		

Additional Explanation	
Question:	Comment:



To: SRTC Board of Directors
From: Lois Bollenback, Executive Director
Topic: Spokane Regional Transportation Management Center (SRTMC) Funding Support Letter

Requested Action:

Approve the joint letter of support seeking ongoing state funding for the Spokane Regional Transportation Management Center (SRTMC).

Key Points:

- The SRTMC is jointly operated, with WSDOT staff taking the lead and support provided by the City of Spokane, Spokane Valley, Spokane County, Spokane Transit Authority and Spokane Regional Transportation Council (SRTC).
- WSDOT operates regional TMCs throughout the state. All but the Spokane Regional TMC receive full operational state funding.
- Funding needs for the Spokane TMC are provided in part by the state, with the remainder provided by the local partners, including \$2,784,670 provided by SRTC for a three-year period of time.
- The SRTC Board has been a strong supporter of the SRTMC and values their role in managing transportation in the Spokane region.
- The allocation of Surface Transportation Block Grants Funds (STBG) provided by SRTC, however, diverts scarce funding away from other local project needs including systems preservation and capital projects.
- The state made a one-time allocation of funds to the Spokane Regional TMC during the 2026 session. This request seeks to make that a permanent annual allocation.

Board/Committee Discussions:

Funding for the TMC occurred as part of the Principles of Investment approved by the SRTC Board in February 2025. This is the first discussion by the SRTC Board of a joint request for state funding.

Public Involvement:

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

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

**CITY COUNCIL**

10210 E Sprague Ave | Spokane Valley, WA 99206

Phone (509) 720-5000 | Fax (509) 720-5075

www.spokanevalleywa.gov

September 16, 2026

Governor Bob Ferguson
 Office of the Governor
 PO Box 40002
 Olympia, WA 98504-0002

Dear Governor Ferguson,

As local governments within the Spokane region, we are writing to respectfully request that the Governor's proposed 2027-29 Transportation Budget include ongoing, dedicated funding for the Spokane Regional Transportation Management Center (TMC). Throughout the state, WSDOT operates regional TMCs, all of which receive full operational state funding, except the Spokane Regional TMC which receives only partial funding. Since its inception, Spokane region local governments have filled this funding gap because of the clear value the TMC provides in managing traffic conditions across our region, but this reliance on local dollars is not equitable, given the statewide funding model in place for all other TMCs.

The Spokane Regional TMC is jointly operated, with WSDOT staff taking the lead, while each local agency contributes a "participation fee." Additionally, the Spokane Regional Transportation Council (the regional Metropolitan Planning Organization) allocates \$1 million annually. This \$1 million allocation diverts scarce funding away from other local project needs. The Spokane Regional TMC is the only TMC in the state that relies on local funding for its operations, with local governments currently contributing \$2 million per biennium to sustain this vital asset.

We appreciate that the Legislature and the Governor took a meaningful step last session by including \$1 million in the 2026 Supplemental Transportation Budget for the Spokane Regional TMC. However, that funding was provided on a one-time basis. Unless this appropriation is made ongoing, local governments in our region will once again face this same funding gap in 2027 and beyond.

To fully resolve this inequity and align Spokane with the rest of the state, we respectfully request that the Governor's proposed 2027-29 Transportation Budget includes the additional \$1 million annually in ongoing funding for the Spokane Regional TMC, accompanied by a budget note specifying that the funds are dedicated to this purpose in an ongoing fashion. This would fully fund the facility on a permanent basis and eliminate the need for local dollars going forward.

Investing in a sustainable, ongoing funding model for the Spokane Regional TMC will enhance the region's ability to manage congestion, respond to incidents, and maintain safe and efficient travel for residents, businesses, and visitors, while ensuring equitable transportation management statewide.

Thank you for considering this request as you develop your proposed 2027-29 budget proposals.

Sincerely,

Mayor Laura Padden
City of Spokane Valley

Mayor Lisa Brown
City of Spokane

Commissioner Mary Brooks
Spokane County

Karl Otterstrom, CEO
Spokane Transit

Lois Bollenback, Executive Director
Spokane Regional Transportation Council



To: SRTC Board of Directors
From: David Fletcher, Principal Transportation Planner
Eve McMenamy, Deputy Executive Director
Topic: CY 2027 Unified List and Legislative Priority Statements (State Version)
– Approval

Requested Action:

Approval of Resolution R-26-29 approving the CY 2027 Unified List and Legislative Priority Statements (State Version).

Key Points:

- The SRTC Unified List serves as a strategic tool for communicating current regional transportation priorities to state and federal legislators for potential funding opportunities. SRTC updates a state and federal version of the list annually.
- Earlier this year the SRTC Board approved Resolution R-26-13, establishing the [CY 2027 Unified List Project Evaluation Criteria](#) for evaluating candidate projects for potential inclusion. The criteria are designed to identify projects that align with [SRTC's Guiding Principles and Policies](#).
- In total, agencies submitted 28 projects for potential inclusion in the CY 2027 Unified List, including seven new projects. Additional information on each project is available through the interactive [Unified List Project Submittals Review Map](#).
- The Unified List package also includes legislative priority statements and regional project priorities. Staff will review updates to the 2027 Draft Priority Statements.
- The Draft CY 2027 Unified List — State Version and Resolution R-26-29 approving the list are provided as **Attachment 1** and **Attachment 2**.

Board/Committee Discussions:

The SRTC Board approved Resolution R-26-13, establishing the CY 2027 Unified List process and criteria, on 05/14/2026. The CY 2027 Unified List of Projects and Priority Statements were presented to the TTC and TAC on 08/26/2026 and to the SRTC Board on 09/10/2026. The TTC and TAC recommended approval of the projects included in the Unified List on 09/23/2026.

Public Involvement:

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

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

CY 2027 Unified List: Projects for Inclusion in State and Federal Lists

Date: 09/21/2026

#	Title	Lead Agency	Project Status	Total Cost	2026 State Request	2026 Federal Request	Total Score	Econ Score	C&L Score	Stwrdr Score	OMP Score	Safety Score	QoL Score	Equity Score
1	I-90/Valley High Performance Transit (HPT)	STA	Implementation	\$ 31.9 million	\$ -	\$ -	217	30	30	30	50	27	20	30
2	US 2 Multimodal Improvements Project, Phase I	Airway Heights	Implementation	\$ 21.0 million	\$ 11.8 million	\$ 11.8 million	213	26	30	20	30	47	30	30
3	Sullivan/Trent Interchange	Spokane Valley	Implementation	\$ 50.7 million	\$ 9.1 million	\$ -	196	28	30	20	50	43	10	15
4	Fish Lake Trail Connection Phase 2-3	Spokane	Implementation	\$ 18.0 million	\$ 11.1 million	\$ 11.1 million	162	20	30	10	18	29	30	25
5	STA Fleet Electrification Infrastructure	STA	Implementation	\$ 15.4 million	\$ -	\$ -	95	16	28	20	10	1	10	10
6	Division Bus Rapid Transit (BRT)	STA	Development	\$ 166.5 million	\$ -	\$ 82.0 million	225	28	30	30	50	32	25	30
7	Argonne Bridge at I-90	Spokane Valley	Development	\$ 27.5 million	\$ 10.0 million	\$ 3.0 million	216	29	28	20	50	39	20	30
8	US 2 Multimodal Improvements Project, Phase II	Airway Heights	Development	\$ 26.7 million	\$ 22.8 million	\$ 22.8 million	214	27	30	20	30	47	30	30
9	Wellesley High Performance Transit (HPT)	STA	Development	\$ 9.7 million	\$ 4.6 million	\$ -	200	29	30	10	50	31	20	30
10	Division St Active Transportation Access Improvements	Spokane	Development	\$ 26.1 million	\$ 23.7 million	\$ 23.7 million	198	23	30	20	30	45	20	30
11	Spokane Falls Blvd	Spokane	Development	\$ 14.5 million	\$ 13.7 million	\$ 13.7 million	192	28	30	10	30	39	25	30
12	Latah Bridge Rehabilitation	Spokane	Development	\$ 65.1 million	\$ 59.8 million	\$ 59.8 million	189	26	30	20	38	20	25	30
13	Argonne Rd Freight, Active Transportation & Safety Improvements: Argonne Rd/Upriver Dr Intersection	Spokane County	Development	\$ 6.5 million	\$ 0.9 million	\$ 6.5 million	186	26	30	10	50	45	20	5
14	Craig Rd & I-90 Four Lakes Connection	Spokane County	Development	\$ 66.9 million	\$ -	\$ 61.3 million	172	26	30	20	26	30	10	30
15	US 195 Corridor Projects: Inland Empire Way Connection	Spokane	Development	\$ 11.5 million	\$ 11.5 million	\$ 11.5 million	163	26	30	20	30	17	15	25
16	Craig Rd Complete Streets Project	Airway Heights	Development	\$ 11.2 million	\$ 10.0 million	\$ 10.0 million	163	17	26	20	10	35	25	30
17	West Plains Connection - Spokane Phase	Spokane	Development	\$ 6.3 million	\$ 5.8 million	\$ 5.8 million	155	25	30	20	20	20	20	20
18	Wall St Safety and Capital Improvement Project	Spokane County	Development	\$ 17.5 million	\$ -	\$ 16.9 million	150	27	28	10	36	34	10	5
19	Barker/I-90 Interchange (Mission to Appleway)	Spokane Valley	Initiation	\$ 71.8 million	\$ 10.0 million	\$ 2.0 million	217	28	28	20	50	46	25	20
20	Freya - Wellesley to Francis	Spokane	Initiation	\$ 14.5 million	\$ 12.5 million	\$ 12.5 million	172	27	30	20	20	35	10	30
21	21st Ave Improvements Phase I	Airway Heights	Initiation	\$ 8.3 million	\$ 8.3 million	\$ 8.3 million	165	24	28	20	20	38	10	25
22	US 195 Corridor Projects	Spokane	Initiation	\$ 131.2 million	\$ 131.2 million	\$ 131.2 million	163	26	30	20	30	17	15	25
23	Paratransit & Rideshare Operations Base	STA	Initiation	\$ 30.0 million	\$ 5.6 million	\$ 1.1 million	159	20	23	20	30	26	10	30
24	Thorpe Rd/Fairchild 2nd Gate Entrance	Spokane County	Initiation	\$ 3.1 million	\$ -	\$ 3.1 million	138	12	28	20	20	28	10	20
25	Francis (SR 291)/Assembly/Driscoll Intersection	Spokane	Initiation	\$ 9.0 million	\$ 7.6 million	\$ 7.6 million	131	18	30	10	40	23	10	0

2027 Unified List: State Version Priority Statements

A Safe Transportation System

STATEWIDE POLICY STATEMENT

Expand activities to improve transportation safety in support of Target Zero

- ▶ Direct additional funding to state and local agencies for safety projects that help achieve zero fatal and serious injuries.
- ▶ Strengthen Regional Safety Action Plans (RSAPs) effectiveness through collaboration with the Washington Traffic Safety Commission and the WSDOT Transportation Safety Office, ensuring MPO/RTPO input is integrated early into the priority-setting process.
- ▶ Support lowering the legal Blood Alcohol Concentration (BAC) limit from 0.08% to 0.05%. Research indicates this could reduce traffic deaths by an average of 11% annually.

Traffic fatalities and serious injuries in Washington state are at near-record highs, increasing 19% and 32% respectively since 2019. In Spokane County fatal and serious injury (FSI) crashes rose by 72% from 2019 to 2025. SRTC developed a data-driven RSAP targeting a 50% reduction in FSI crashes by 2030. The RSAP, based on extensive research and stakeholder engagement, emphasizes resource leveraging, collaboration, and ongoing evaluation to achieve Target Zero.

Regionally Targeted Corridors for Safety

The RSAP has identified a High Injury Network (HIN) encompassing corridors and intersections with the highest concentrations of FSI crashes. Three specific corridors overlapping with disadvantaged areas may have more significant outcomes. Conceptual plans for these corridors were developed to streamline future funding opportunities and guide local agencies in initiating safety improvements.

Legislative Priority Statements

Pursue strategies to effectively address maintenance and preservation needs

- ▶ Develop an approach for the programming of maintenance and preservation funds that is stable, reliable and predictable.

The 2026 Supplemental Budget represents at a substantial increase in Washington 's commitment to maintenance and preservation, providing \$1.5B in new funding over six years. However, this investment does not eliminate the state's underlying long-term maintenance and preservation needs. The supplemental budget is viewed as a significant step forward towards addressing the backlog while the state continues to develop a sustainable, long-term funding and asset-management strategy.

Support increased funding for Regional Transportation Planning Organizations

- ▶ Increase the Regional Transportation Planning Organization (RTPO) program budget by \$6.8 million a biennium to provide a base funding level of \$200,000 per year for each RTPO, to fully achieve the transportation planning outcomes and requirements of RCW 47.80.

An assessment of the required functions of an RTPO was conducted, and a base level of funding was identified to address program shortfalls RTPOs have an important role in rural and tribal transportation planning, but funding has not kept pace with the rising cost of operations and expanded responsibilities, including tracking and monitoring vehicle miles traveled (VMT).

Maintain and expand reliable, long-term funding mechanisms that help local governments maintain and improve transportation infrastructure.

Local governments play a critical role in maintaining and improving the transportation system, but limited and unpredictable funding can make it difficult to address ongoing needs and plan for future investments. SRTC supports strengthening reliable, long-term funding tools that provide local governments with greater stability and flexibility to deliver transportation projects.

- ▶ Increase the maximum weight of vehicles on which a Transportation Benefit District (TBD) can levy a vehicle license fee from 6,000 to 9,000 pounds.
- ▶ Continue statutorily funding the Transportation Improvement Board (TIB) and the County Road Administrative Board (CRAB) beyond 2031, and establish a dedicated, ongoing funding commitment for the Freight Mobility Strategic Investment Board (FMSIB).
- ▶ Include the necessary appropriations in the Transportation Budget to make the current Federal Fund Exchange Program pilot permanent.
- ▶ Fully fund the Spokane Regional Transportation Management Center (SRTMC) consistent with transportation management centers across the State.

Additional Priority Statements

Ensure access to transportation in support of affordable housing strategies

- ▶ Ensure access to affordable, reliable, and equitable transportation options which are an integral component of affordable housing strategies.
- ▶ Provide additional resources to local jurisdictions to plan for affordable housing.

Fund regionally critical projects on the SRTC Unified List

- ▶ Invest in high-priority regional projects collaboratively identified by the SRTC Board of Directors in the Unified List.

Encourage diversity in the development of alternative fuel technologies

- ▶ Support the development of electric charging infrastructure.
- ▶ Support and monitor the development of alternative fuels across the spectrum of vehicle types through pilot projects or other means.

Address long-term sustainability of transportation funding anticipated as gas tax revenue becomes insufficient to cover transportation costs.

- ▶ Plan for long-term transportation funding needs as gas tax revenues become less sustainable over time.
- ▶ Support pilot projects that will assist in identifying transportation revenue strategies.

Enhance transportation investments supporting Fairchild Air Force Base as the significant military installation in Spokane County

- ▶ Support transportation safety and mobility strategies that ensure air force personnel's ability to access Fairchild Air Force Base (FAFB) and ensure adequate military response times.

Revise the tax increment financing (TIF) public financing method

- ▶ Expand the TIF framework to include provisions for allocating a portion of state property and/or sales tax collected within a TIF boundary for state facilities.

Maintain currently committed legislative investments

- ▶ Ensure legislative investments are upheld and continue as scheduled to avoid delays which increase overall project costs and have detrimental impacts on other coordinated projects and community initiatives.



**RESOLUTION
of the BOARD OF DIRECTORS of the
SPOKANE REGIONAL TRANSPORTATION COUNCIL
R-26-29**

**APPROVING THE CALENDAR YEAR (CY) 2027 UNIFIED LIST AND LEGISLATIVE PRIORITY STATEMENTS
(STATE VERESION)**

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

WHEREAS, the CY 2027 Unified List has been developed under the direction of the SRTC Board as a strategic tool to communicate the region's transportation priorities to local, state, and federal legislators for potential funding opportunities; and

WHEREAS, the accompanying 2027 SRTC Legislative Statements were likewise developed under the direction of the SRTC Board to convey specific transportation needs and priorities to local, state, and federal legislators; and

WHEREAS, the 2027 SRTC Legislative Statements are developed with input from other public and private-sector entities.

NOW, THEREFORE BE IT RESOLVED, that the SRTC BOARD does hereby adopt the CY 2027 Unified List – State Version.

ADOPTED: 10/08/2026

ATTEST

Anadia Grier
SRTC
Clerk of the Board

Mayor Cris Kaminskas
City of Liberty Lake
Chair, SRTC Board of Directors



To: SRTC Board of Directors
From: Benjamin Kloskey, Associate Transportation Planner II
Topic: CY 2027 Transportation Improvement Program (TIP) Guidebook – Draft

Requested Action:

None. For information and discussion.

Key Points:

- The SRTC TIP Guidebook establishes goals and objectives for the TIP, outlines specific programming policies, provides critical TIP timelines, and details other TIP-related information.
- The TIP Guidebook is a programming resource for SRTC member agencies, the Board of Directors, and advisory committee members.
- The initial TIP Guidebook was developed in 2013 and is updated yearly to incorporate new schedules, procedures, and programming policies.
- Changes to the 2027 Guidebook include:
 - An update to Policy 6.8 outlining the applicability of Policy 3.6 to retroactively approve funding a Contingency List project if the funding is time sensitive.
 - Updates to the 2028-2031 TIP development schedule.
 - Updates to the amendment and administrative modification schedules.
- The draft 2027 TIP Guidebook document is available on the [SRTC website](#).

Board/Committee Discussions:

This is the first discussion with the Board of the draft 2027 TIP Guidebook. The committees discussed the draft at their September 2026 meetings.

Public Involvement:

All SRTC Board and Committee meetings at which the draft 2027 TIP Guidebook is discussed are open to the public.

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



To: SRTC Board of Directors
From: Bailee Petersen, Communications and Public Relations Coordinator
Topic: Administrative Policy Review – Draft (3)

Requested Action:

None. For information and discussion.

Key Points:

- As part of SRTC's most recent audit, staff was advised to formalize policies governing recognition and appreciation activities and the purchase of meals and refreshments using agency funds.
- The proposed Recognition and Appreciation Policy establishes guidelines for recognizing employees, Board members, committee members, volunteers, and others who support SRTC's mission. The policy identifies eligible forms of recognition, establishes approval and documentation requirements, and provides guidance regarding awards, commemorative items, and related expenditures.
- The Meals and Refreshments Policy establishes standards for providing meals and refreshments in connection with official agency business, training events, workshops, conferences, public involvement activities, stakeholder meetings, and authorized recognition events.
- Additionally, a Public Records Request and Records Management Policy was developed to establish procedures for responding to public records requests and to provide guidance for the creation, retention, management, and disposal of agency records.
- Together, these policies provide clear administrative guidance, improve consistency, and support compliance with applicable state requirements.
- Staff will provide a brief overview of the proposed policies and request feedback from the Board before returning with final versions for consideration and adoption.
- See Attachments for additional details regarding each policy.

Board/Committee Discussions:

This is the first discussion of the draft policies with the Board. The Administrative Committee reviewed the policies during their 09/10/2026 meeting.

Public Involvement:

All meetings at which these policies are presented to the Board are open to the public.

Staff Contact: Bailee Petersen, SRTC | bpetersen@srtc.org | 509.343.6370



**Spokane Regional
Transportation Council**

Recognition and Appreciation Policy (Draft)

**Adopted by the SRTC Board of Directors
Month, Date 2026**

SECTION 1: PURPOSE AND AUTHORITY

1.1 Purpose

The Spokane Regional Transportation Council (SRTC) values the contributions of employees, Board members, elected officials, committee members, citizen representatives, volunteers, and others who support the agency's mission. Recognizing service, achievement, leadership, volunteerism, and dedication helps foster a positive organizational culture, strengthens relationships, and acknowledges the individuals who make additional efforts that contribute to SRTC's success.

This policy explains how SRTC may provide recognition, service awards, and appreciation activities. It is intended to provide clear and practical guidance while ensuring recognition activities are reasonable, consistent, and supported by a legitimate public purpose.

1.2 Authority

This policy is adopted pursuant to RCW 41.60.150, applicable federal tax requirements, and established principles governing the expenditure of public funds by governmental agencies. RCW 41.60.150 authorizes public agencies to recognize employees for accomplishments including outstanding achievement, safety performance, longevity, and public service; with recognition awards not to exceed two hundred dollars in value per award. Although awards may be provided up to the statutory limit, SRTC generally intends to keep recognition awards modest, with most awards not to exceed \$50.

SECTION 2: POLICY

2.1 General Requirements

SRTC may provide recognition awards or appreciation activities when:

- a) The recognition serves a legitimate public purpose;
- b) The contribution, achievement, service, or milestone being recognized is related to SRTC operations or governance;
- c) The expenditure is reasonable, consistent with past practice and appropriate to the achievement;
- d) The recognition is approved by the Executive Director or designee;
- e) Adequate supporting documentation is maintained; and
- f) Funding is available within an approved budget.

Nothing in this policy obligates SRTC to provide recognition under any circumstance.

2.2 Eligible Recognition

Recognition may be provided to employees, Board members, elected officials, committee members, citizen representatives, and volunteers for:

- a) Outstanding achievement;
- b) Exceptional public service;
- c) Innovation or process improvements;
- d) Completion of a term of service;

- e) Successful completion of major projects;
- f) Length of service; or
- g) Other significant contributions to the agency.

Recognition provided to Board members, elected officials, or volunteers shall not constitute compensation, honoraria, or other personal benefit.

2.3 Recognition Events

SRTC may hold events or presentations as part of its recognition and appreciation activities. Costs associated with these activities, such as refreshments, may be covered if they follow applicable SRTC policies and are within the approved budget.

SECTION 3: GIFTS AND PROHIBITED EXPENDITURES

3.1 General Rule

Public funds shall not be expended for gifts that primarily provide a personal benefit to an individual rather than advancing a legitimate public purpose.

Recognition items shall be modest in nature and directly connected to service, achievement, participation, or contributions to SRTC.

3.2 Prohibited Recognition Items

SRTC funds shall not be used for:

- a) Cash gifts;
- b) Personal gifts unrelated to official service;
- c) Wedding or baby shower gifts;
- d) Alcoholic beverages;
- e) Personal entertainment;
- f) Political or campaign-related activities; or
- g) Any expenditure that would constitute an impermissible gift of public funds.

Gift cards or cash-equivalent awards may be provided only for employee recognition, subject to Executive Director approval and applicable payroll and tax requirements. Such awards shall not be provided to Board members, elected officials, committee members, citizen representatives, or volunteers.

SECTION 4: APPROVAL AND DOCUMENTATION

Recognition expenditures shall receive prior approval from the Executive Director or designee. Documentation shall identify the recipient, reason for recognition, estimated cost, funding source, and supporting receipts or invoices.

SECTION 5: EFFECTIVE DATE

This policy is effective on the date adopted by the SRTC Board on mm/dd/yyyy.



**Spokane Regional
Transportation Council**

Meals and Refreshments Policy (Draft)

**Adopted by the SRTC Board of Directors
Month, Date 2026**

SECTION 1: PURPOSE AND AUTHORITY

1.1 Purpose

The Spokane Regional Transportation Council (SRTC) is committed to being a responsible steward of public resources while creating opportunities for meaningful participation, collaboration, and engagement. In some circumstances, providing meals or refreshments can help support agency business by creating a welcoming environment, encouraging participation, and allowing attendees to remain engaged during meetings, trainings, workshops, and public involvement activities.

This policy explains when SRTC may purchase or reimburse meals and refreshments as part of official agency activities. It is intended to provide clear and practical guidance for staff while ensuring expenditures are reasonable, appropriately documented, and consistent with applicable state and federal requirements.

1.2 Authority

This policy is adopted pursuant to Article VIII, Section 7 of the Washington Constitution, RCW 43.03.050, Washington State Administrative and Accounting Manual (SAAM) Sections 70.10 and 70.15. Meals and refreshments purchased with SRTC funds must serve a legitimate public purpose and comply with all applicable legal, financial, and grant funding requirements. With the exception of authorized travel expenses, meals and refreshments are not allowable expenses for federal planning funds allocated to SRTC.

SECTION 2: POLICY

2.1 General Requirements

SRTC may provide meals or refreshments when all the following conditions are met:

- a) The event serves an official SRTC business purpose.
- b) The expenditure is reasonable.
- c) The expenditure is approved in advance by the Executive Director or designee.
- d) Adequate supporting documentation is maintained.

Meals and Refreshments may also be provided in connection with awards and recognition events when those events are consistent with SRTC policy.

Nothing in this policy obligates SRTC to provide meals or refreshments under any circumstance.

2.2 Light Refreshments

SRTC may provide coffee, beverages, and light refreshments when:

- a) The purpose of the meeting is to conduct official agency business or provide training;
- b) The refreshments contribute to the effectiveness of the meeting or event; and
- c) The costs are reasonable and consistent within available budgeted funds.

2.3 Meals

SRTC may provide meals when:

- a) The meeting, training, workshop, conference, public involvement activity, or emergency response activity extends through a normal meal period;
- b) Participants are expected to remain engaged during the meal period;
- c) Providing a meal contributes to accomplishing the business purpose of the event; and
- d) The costs are reasonable and consistent within available budgeted funds.

Meals included as part of an approved conference, training, seminar, or registration fee are permitted when associated with official agency business.

2.4 Business Meetings with Stakeholders

SRTC may also provide coffee, light refreshments, or a meal during small-group or one-on-one meetings with Board members, agency partners, community stakeholders, or other individuals when the meeting serves an official agency business purpose and the expenditure is reasonable and approved by the Executive Director or designee.

2.5 Grant-Funded Activities

When grant funds are used for meals or refreshments, expenditures must comply with the applicable requirements and restrictions of the funding source. Costs that are not allowable under a particular grant or funding source shall not be charged to or reimbursed from that funding source.

SECTION 3: PROHIBITED EXPENDITURES

SRTC funds shall not be used for:

- a) Alcoholic beverages;
- b) Employee birthday celebrations;
- c) Employee recognition events primarily social in nature;
- d) Entertainment activities;
- e) Routine staff meetings where food is provided primarily for convenience;
- f) Political, lobbying, or campaign-related activities; or
- g) Any event that is primarily social rather than governmental in purpose.

SECTION 4: DOCUMENTATION REQUIREMENTS

The following documentation shall be maintained for all expenditures made under this policy:

- a) A completed purchase request form;
- b) Attendee list or participating organizations, when practical;
- c) Itemized receipts showing actual expenditures; and
- d) Funding source documentation.

SECTION 5: EXCEPTIONS

The Executive Director may approve exceptions when extraordinary circumstances exist and a documented public purpose is demonstrated.

SECTION 6: EFFECTIVE DATE

This policy is effective on the date adopted by the SRTC Board on mm/dd/yyyy.



**Spokane Regional
Transportation Council**

Public Records Request and Records Management Policy (Draft)

**Adopted by the SRTC Board of Directors
Month, Date 2026**

Regional Transportation Decisions Start Here

The Spokane Regional Transportation Council (SRTC) is the lead agency for coordinating transportation planning activities in the Spokane region. SRTC serves as the Metropolitan Planning Organization (MPO) for the region and is responsible for ensuring compliance with federal transportation planning requirements. Since the Spokane Metropolitan Planning Area has a population of over 200,000, SRTC is also designated as a Transportation Management Area (TMA), which entails additional responsibilities and discretion in allocating certain federal transportation funds within the urbanized area. Finally, SRTC serves as the state-designated Regional Transportation Planning Organization (RTPO) for Spokane County. RTPOs are voluntary associations of local governments, authorized under the 1990 Washington State Growth Management Act, to coordinate transportation plans at the local and regional levels.

As both the MPO and RTPO, SRTC is subject to the Washington State Public Records Act (Chapter 42.56 RCW), state records retention requirements under Chapter 40.14 RCW, and applicable federal recordkeeping and disclosure requirements associated with federal awards. SRTC shall manage, retain, and disclose public records in accordance with these laws and adopted agency policy.

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SECTION 1: PURPOSE

1.1 Purpose

The Spokane Regional Transportation Council (SRTC) is committed to transparency, accountability, and responsible records management. Public records are essential to maintaining public trust, and SRTC strives to provide timely and reasonable access to those records while protecting information exempt from disclosure.

This policy explains how SRTC responds to public records requests and how records are created, maintained, retained, and disposed. It is intended to be practical, easy to follow, and useful for both staff and the public. This policy is not intended to supersede or replace any provision of Ch. 42.56 RCW.

1.2 Public Records Officer Contact Information

SRTC designates a Public Records Officer (PRO) to serve as the primary point of contact for all public records requests. The PRO is responsible for coordinating responses, communicating with requestors, and ensuring compliance with applicable requirements.

While the PRO manages the process, all staff share responsibility for identifying and providing records that may be responsive to a request.

The Public Records Officer for the Spokane Regional Transportation Council can be contacted at:

Public Records Officer
421 W Riverside Ave, Suite 500
Spokane, WA 99201-3613
Phone: 509-343-6370

SECTION 2: PROCEDURES

2.1 Requesting Public Records

Members of the public may request records in writing, by email, in person, or by phone.

To help SRTC respond efficiently, requests should include:

- The requestor's name and contact information (a name is not required)
- A description of the records being requested
- Whether the requestor would like to view the records or receive copies

If a request is unclear, SRTC may ask for clarification before proceeding.

A Public Records Request form (**Appendix A**) is available from the Public Records Officer or may be obtained directly at SRTC's website at www.srtc.org. While use of the form is encouraged, it is not required. Submitting a written request helps SRTC ensure that the requestor receives the records sought, that any exemptions are properly

applied, and that any applicable copying charges are accurately calculated. SRTC staff are available to help document your request. Refusal to submit a written request may delay processing if additional clarification is needed.

2.2 Responding to Public Records Requests

SRTC will acknowledge receipt of the request within five business days.

As part of the acknowledgement SRTC will respond with one or more of the following:

- Provide the requested records or a link to the records
- Request additional clarification
- Denying the request in whole or in part
- Provide the time frame required to respond to the request

Some requests require additional time due to volume, complexity, and/or the need to review records for exemptions. In those cases, SRTC will communicate updates and may provide records in installments.

If a requestor does not respond to requests for clarification, fails to claim or submit payment for records, or fails to inspect available records within thirty days of a request or notification by SRTC, SRTC is entitled to close the request.

2.3 Redactions and Denials

SRTC will disclose public records unless a specific exemption applies. When a record contains both exempt and nonexempt information, only the exempt portion will be redacted.

If a request is denied, in whole or in part, SRTC will provide a written response that includes the legal basis for withholding the record and/or denying the request.

2.4 Access and Delivery of Records

Public records are available for inspection during normal business hours or may be provided electronically when feasible. Records are generally provided in the format in which they are maintained.

To protect the integrity of records:

- Original records will not be removed from SRTC custody
- Inspection will occur at the SRTC office or through approved electronic access

SRTC will provide reasonable accommodations for individuals with disabilities and will take reasonable steps to assist individuals with limited English proficiency.

2.5 Fees

SRTC may charge fees for the cost of providing copies of records, as set forth in the fee schedule below. Whenever possible, records will be provided electronically to reduce costs. The full fee schedule is available on the SRTC website.

If fees are charged, SRTC will use the rates established in the Washington Public Records Act (RCW 42.56.120, as amended), which apply when an agency does not calculate its own actual costs. At the time of approval of this policy, the rates are:

- \$0.15 per page for paper copies
- \$0.10 per page for scanned documents
- \$0.05 for every 4 electronic files or attachments uploaded
- \$0.10 per gigabyte for electronic transmission of records
- Actual cost of any digital storage device (e.g., USB drive)
- Actual cost of postage or shipping

Should fees allowed pursuant to RCW 42.56.120 be modified, this policy shall adopt the fees set forth in that provision and that provision shall supersede any fee set forth herein.

SRTC will use the most cost-efficient method available and does not charge for records already available on its website unless copies are specifically requested. SRTC also does not charge for inspecting public records or for the time spent searching for, reviewing, or redacting records.

For larger requests, SRTC may provide a cost estimate, require a deposit of up to 10%, and provide records in installments with payment due before each release.

As an alternative to the fee schedule herein, SRTC may charge a flat fee of up to \$2 for small requests, rather than itemized costs, and may waive fees when appropriate.

In limited cases, SRTC may apply a customized service charge for requests requiring advanced data compilation or specialized electronic formatting. If so, SRTC will notify the requestor in advance, explain the charge, and provide an estimate.

2.6 Closing Requests

A request is considered complete when SRTC has provided all responsive, nonexempt records and notified the requestor.

A request may also be closed if:

- The requestor withdraws the request
- The requestor does not respond to clarification request within 30 days
- Required payment or inspection does not occur within the time specified by SRTC

SRTC will send the requestor a closing letter, which will identify the basis for SRTC's closure of the request, and notify the requestor of the applicable statute of limitations, and provide the requestor with a reasonable time to ask follow up questions, as applicable.

2.7 Records Holds

When SRTC becomes aware of a public records request, litigation, audit, or investigation, any related records must be preserved.

During a records hold:

- Relevant records must not be deleted or altered
- Staff will be notified by the PRO when the hold is in place and when it is lifted

2.8 Review of Denials

A requestor may seek review of a denial or redaction by submitting a written request to the Public Records Officer.

The Executive Director, or Public Records Officer, will review the denial or redaction and provide a written determination within a reasonable timeframe. This process does not limit the requestor's right to seek judicial review.

SECTION 3: RECORDS MANAGEMENT

3.1 Purpose

SRTC maintains records in accordance with state and federal requirements.

All staff are responsible for properly storing and retaining records they create or receive.

Records may exist in many formats, including email, documents, databases, maps, and audio or video recordings, and must be managed consistently.

Staff are expected to:

- Save records in approved SRTC systems, not on personal devices or accounts
- Maintain records in an organized and accessible manner
- Follow applicable retention schedules
- Avoid deleting records unless authorized
- Respond and provide records within a reasonable time to requests made by the PRO

3.2 Retention and Destruction

Records must be retained in accordance with the applicable retention schedules issued by the Washington State Archives and any applicable federal requirements.

Records may only be destroyed when:

- The required retention period has been met, and
- The records are not subject to a public records request, audit, litigation, or other hold

Destruction must be conducted securely and documented as required.

3.3 Transferring to the WA Archives

Certain records may be designated as archival and required to be transferred to the Washington State Archives after their retention period has been met.

The Public Records Officer is responsible for coordinating the transfer of records that have met their archival designation. This includes working with the Archives to ensure records are prepared, documented, and transferred in accordance with applicable requirements.

Staff may be asked to assist in identifying and preparing records for transfer. Records identified for archival transfer must not be destroyed.

APPENDIX A



Spokane Regional Transportation Council

Request for Inspection/Copying of Public Records (Revised Code of Washington 42.56)

Date:	_____	Time:	_____
Name:	_____	Company/Agency:	_____
Address:	_____	City:	_____
State:	_____	Zip Code:	_____
Email:	_____	Phone:	_____

Identification/Description of Record(s) Sought:

Please be as specific as possible. We will be able to process your request faster if you clearly identify the records you are requesting to review. Note that pursuant to RCW 42.56.520 we have five (5) business days to respond to your request. (Copy fee is \$.15 per page)

If the record(s) sought is/are in the form of a list of named individuals, I certify, covenant, and warrant that such list will not be used for commercial purposes pursuant to RCW 42.56.070(9).

Signature

For Department Use Only:

Request Received By: _____ If requested granted, copy fee (if any): _____

If request denied, wholly or partially, reasons are stated as follows:

Request for Review of Denial of Inspection:

Requester's Signature: _____

Received by Staff Member: _____

Signature of Dept. Head: _____

Denial Overturned: _____

Denial Modified: _____

*Denial Upheld _____

**result if no action taken by end of
second business day*



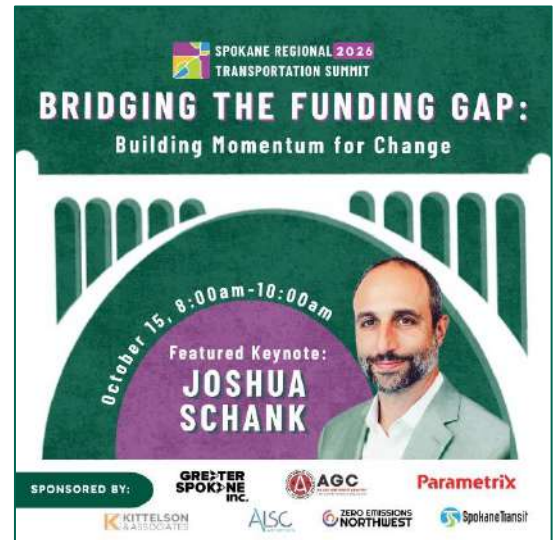
To: SRTC Board of Directors
From: Lois Bollenback, Executive Director
Topic: Executive Director's Monthly Report

Requested Action: None. For information only.

Key Points:

**The 4th Annual Regional
Transportation Summit
is right around the bend!!**

*Let us know if you need
a seat at the table.*



Ongoing/Upcoming Public Events & Activities

- SRTC staff attended the Annual Association of MPO's conference (9/14-17/2026) presented to the Eastern Washington University student orientation (9/25/2026) and hosted the Transportation Improvement Program (TIP) Open House at the Central Library on (9/24/2026).

Transportation Funding – Awards & Opportunities

Grant Program	Close Date	Available Funding	Agency
PROTECT Competitive Grant	October 9, 2026	\$787 million	FHWA

- Spokane County received a funding award of \$2,236,500 through the Department of Defense's Office of Local Defense Community Cooperation to complete improvements on Thorpe Road in support of a secondary gate opening for Fairchild Air Force Base.
- The City of Spokane received a federal funding award of \$1,500,000 through the Highway Safety Improvement Program (HSIP) to install rectangular rapid flashing beacons (RRFB) and other safety improvements at a series of intersections throughout the city.

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



Transportation Technical Committee 09/23/2026

ACTION ITEMS

CONSENT AGENDA

The consent agenda, which included the August TTC meeting minutes, were approved with an amendment proposed by Vice Chair Clark to reflect his absence.

At Vice Chair Clark's request, the Chair called for a motion to amend the minutes to correct his attendance. Mr. Picanco made a motion to approve the amendment. Mr. Greene seconded the motion. The minutes were unanimously approved as amended.

CY 2027 UNIFIED LIST: PROJECTS FOR STATE & FEDERAL VERSIONS - FINAL

Mr. Fletcher presented the final CY 2027 Unified List, incorporating updates to project categories, funding amounts, and evaluation criteria. The Committee discussed final corrections to the list before recommending the state and federal project lists for SRTC Board approval.

Mr. Jackson made a motion to recommend SRTC Board approval of the CY 2027 Unified List for inclusion in the state and federal versions, with modifications to remove the funded Thorpe/Fairchild Second Gate Entrance project and update the Sullivan/Trent funding amount. Mr. Picanco seconded the motion. The motion passed unanimously as amended.

CITY OF LIBERTY LAKE COMPREHANSIVE PLAN CERTIFICATION

Mr. Stewart presented SRTC's review of the City of Liberty Lake Comprehensive Plan update and found the transportation-related elements consistent with Horizon 2050 and applicable requirements. The Committee requested that the review checklist be updated to reflect STA's coordination with the City during plan development.

Vice Chair Clark made a motion to recommend SRTC Board certification of the City of Liberty Lake's Comprehensive Plan Periodic Update, with a modification to the review checklist to reflect STA's coordination with the City during development of the plan. Mr. Weathers seconded the motion. The motion passed unanimously as amended.

CITY OF MEDICAL LAKE COMPREHANSIVE PLAN CERTIFICATION

Ms. Paparazzo presented SRTC's review of the City of Medical Lake Comprehensive Plan update and found it consistent with Horizon 2050. The Committee requested that the review checklist be updated to reflect STA's coordination with the City during plan development.

Ms. Harshman made a motion to recommend SRTC Board certification of the City of Medical Lake's Comprehensive Plan Periodic Update, with a modification to the review checklist to reflect STA's coordination with the City during development of the plan. Vice Chair Clark seconded the motion. The motion passed unanimously as amended.

CITY OF AIRWAY HEIGHTS COMPREHANSIVE PLAN CERTIFICATION

Ms. Paparazzo presented SRTC's review of the City of Airway Heights Comprehensive Plan update, with the Committee discussing several checklist items related to multimodal level of service and agency coordination. The Committee requested a correction to reflect that consultation associated with the SEPA infill categorical exemption had not yet occurred.

Mr. Weathers made a motion to recommend SRTC Board certification of the City of Medical Lake's Comprehensive Plan Periodic Update, with a modification to the review checklist to change the response regarding consultation associated with the SEPA infill categorical

exemption from “yes” to “no.” Mr. Quinn-Hurst seconded the motion. Ms. Harshman abstained from voting. The motion passed as amended.

CY 2027 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) RECOMMENDATION

Mr. Kloskey presented the draft CY 2027–2030 TIP, which includes 58 projects and programs totaling approximately \$665 million and is fiscally constrained. He also reviewed project funding and the public comment process, which runs through October 1.

Mr. Greene made a motion to recommend SRTC Board approval of the 2027-2030 Transportation Improvement Program as presented. Mr. Picanco seconded the motion. The motion passed unanimously.

INFORMATION AND DISCUSSION ITEMS

CY 2027 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) GUIDEBOOK- DRAFT

Mr. Kloskey presented the draft CY 2027 TIP Guidebook, including updated schedules and a proposed policy change to clarify the contingency funding process. The change would allow SRTC to begin processing funding for the next highest-scoring contingency project before Board approval when no Board meeting is scheduled.

WSDOT CONSOLIDATED GRANT PROJECT RANKINGS

Ms. Paparazzo reviewed the WSDOT Consolidated Grant Program and requested TTC volunteers to help evaluate and rank submitted projects. Chair Limon and Ms. Hayes volunteered, with one additional TTC representative still needed.

AGENCY UPDATE AND FUTURE ITEMS

Mr. Fletcher reminded members of the September 25 TIP Open House at the Spokane Central Library. Ms. Petersen announced that registration is open for the October 15 Transportation Summit, which will focus on regional transportation funding challenges, priorities, and advocacy.



Transportation Advisory Committee 09/23/2026

ACTION ITEMS

CONSENT AGENDA

The consent agenda, which included the August TAC meeting minutes, were approved unanimously.

At Vice Chair Clark's request, the Chair called for a motion to amend the minutes to correct his attendance. Mr. Picanco made a motion to approve the amendment. Mr. Greene seconded the motion. The minutes were unanimously approved as amended.

CY 2027 UNIFIED LIST: PROJECTS FOR STATE & FEDERAL VERSIONS - FINAL

Mr. Fletcher presented the final CY 2027 Unified List, incorporating modifications based on TTC and SRTC Board feedback and updated evaluation criteria reflecting Horizon 2050 priorities. The proposed list includes projects across the implementation, development, and initiation categories and was presented for recommendation to the SRTC Board.

Mr. Vose made a motion to recommend SRTC Board approval of the CY 2027 Unified List for inclusion in the state and federal versions as presented. Ms. Zentz seconded the motion. The motion passed unanimously.

CITY OF LIBERTY LAKE COMPREHANSIVE PLAN CERTIFICATION

Mr. Stewart presented SRTC's review of the City of Liberty Lake Comprehensive Plan update and found it consistent with Horizon 2050 and applicable state requirements. The Committee also discussed access to plan materials, ADA Transition Plan requirements, and documentation of STA coordination.

Mr. Braaten made a motion to recommend SRTC Board certification of the City of Liberty Lake's Comprehensive Plan Periodic Update as presented. Mr. Aranda seconded the motion. The motion passed unanimously.

CITY OF MEDICAL LAKE COMPREHANSIVE PLAN CERTIFICATION

Ms. Paparazzo presented SRTC's review of the City of Medical Lake Comprehensive Plan Periodic Update, noting the City's coordination and completion of the certification checklist. Staff determined that the update is consistent with Horizon 2050.

Mr. Vose made a motion to recommend SRTC Board certification of the City of Medical Lake's Comprehensive Plan Periodic Update as presented. Mr. Hansen seconded the motion. The motion passed unanimously.

CITY OF AIRWAY HEIGHTS COMPREHANSIVE PLAN CERTIFICATION

Ms. Paparazzo presented SRTC's review of the City of Airway Heights Comprehensive Plan Periodic Update, which staff found consistent with Horizon 2050. The Committee also discussed updates to the certification checklist to accurately document coordination with the Kalispel Tribe and WSDOT.

Mr. Braaten made a motion to recommend SRTC Board certification of the City of Airway Heights' Comprehensive Plan Periodic Update as presented. Mr. Barber seconded the motion. The motion passed unanimously.

CY 2027 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) RECOMMENDATION

Mr. Kloskey presented the draft CY 2027–2030 TIP, which includes approximately \$665 million for 58 projects and programs and is fiscally constrained. The Committee also discussed the distribution of funding, including the distinction between direct federal funding for STA and funding managed and awarded by SRTC.

Mr. Vose made a motion to recommend SRTC Board approval of the 2027-2030 Transportation Improvement Program as presented. Mr. Barber seconded the motion. The motion passed unanimously.

INFORMATION AND DISCUSSION ITEMS

CY 2027 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) GUIDEBOOK- DRAFT

Mr. Kloskey presented the draft CY 2027 TIP Guidebook, which includes routine schedule updates and a clarification to the contingency funding process. The proposed policy change allows timely redistribution of available funding to the next highest-scoring contingency project, with retroactive Board approval when necessary.

WSDOT CONSOLIDATED GRANT PROJECT RANKINGS

Ms. Paparazzo reviewed the WSDOT Consolidated Grant Program and requested TAC volunteers to evaluate and rank submitted projects. Ms. Harwood Duncan, Mr. Aranda, and Mr. Braaten volunteered, with final rankings scheduled for committee review in November and Board consideration in December.

AGENCY UPDATE AND FUTURE ITEMS

Mr. Kloskey reminded members of the upcoming TIP Open House, which will feature regional transportation project updates from several agencies. Ms. Petersen also provided an update on the 4th Annual Transportation Summit, which will focus on transportation funding challenges, shared priorities, and regional advocacy.