

**Spokane Regional Transportation Council – Transportation Technical Committee**

January 22, 2025 | Meeting Minutes

Hybrid Meeting at SRTC, 421 W Riverside Ave Suite 500, Spokane WA 99201 and virtually on Zoom

**# 1 Call to Order/Record of Attendance**

Chair Greene called the meeting to order at **1:03 pm**

*In Attendance*

**TTC Members**

Heather Trautman, *City of Airway Heights*  
 Brett Lucas, *City of Cheney*  
 Luke Michels, *City of Liberty Lake*  
 Inga Note, *City of Spokane*  
 Colin Quinn-Hurst, *City of Spokane*  
 Kevin Picanco, *City of Spokane*  
 Adam Jackson, *City of Spokane Valley*  
 Jerremy Clark, *City of Spokane Valley*  
 Sonny Weathers, *Small Cities/Towns Rep*  
 Jami Hayes, *Spokane County*  
 Brandi Colyar, *Spokane County*  
 Barry Greene, *Spokane County (Chair)*  
 Tara Limon, *Spokane Transit Authority (Vice Chair)*  
 Brian Jennings, *Spokane Transit Authority*  
 Glenn Wagemann, *WSDOT-ER*

**Guests**

Dan Pratt, *City of Deer Park*  
 Steven Polunsky, *WA. State Dept. of Commerce*  
 Spencer Montgomery, *JUB Engineers*  
 Sean Messner, *CivTech*  
 Tyler Kimbrell, *City of Spokane*  
 Matt Zarecor, *Spokane County*

**SRTC Staff**

Lois Bollenback, *Executive Director*  
 Eve McMenamy, *Deputy Executive Director*  
 Jason Lien, *Principal Transportation Planner*  
 Michael Redlinger, *Assoc. Transportation Planner 3*  
 David Fletcher, *Principal Transportation Planner*  
 Benjamin Kloskey, *Assoc. Transportation Planner 1*  
 Ryan Stewart, *Principal Transportation Planner*  
 Mike Ulrich, *Principal Transportation Planner*  
 Savannah Creasey, *Communications & PR Coord.*  
 Angel Jackson, *Admin-Exec Coord.*

**# 2 Public Comments**

There were no Public Comments.

**# 3 TTC Member Comments**

The members provided an update on the events happening within their organization.

**# 4 Chair Report on SRTC Board of Directors Meeting**

Mr. Greene shared highlights of the SRTC Board meeting.

**ACTION ITEMS**

**# 5 Consent Agenda**

- a) December Minutes for the TTC Meeting
- b) CY 2025-2028 Transportation Improvement Program (TIP) February Amendment

***Mr. Clark motioned to approve the Consent Agenda as presented. Mr. Weathers seconded the motion. The motion was passed unanimously.***

## **# 6 Call for Projects Criteria and Principles of Investment**

Mr. Stewart is requesting a recommendation for the Board to approval of the 2025 Call for Projects criteria and Principles of Investment. He highlighted the \$36 million in funding available for 2027-2029. Key criteria were developed in alignment with Horizon 2045 and reflect updates from planning efforts like the Equity Work Group and the Regional Safety Action Plan. The application process includes a general application and one tailored for preservation projects. Preservation projects are allocated 23% of the funding, totaling \$8.2 million, with limits of \$1.35 million per application and \$2.7 million per agency. A 3.75% allocation, or \$1.3 million, is reserved for small towns with populations under 5,000.

Mr. Stewart detailed \$5 million in "off-the-top" funding requests, including \$1.5 million for SRTC planning, \$2.8 million for SRTMC operations, and \$800,000 for an I-90 study. After these allocations, \$31 million remains for other project requests, distributed among programs such as the Surface Transportation Block Grant, Transportation Alternatives, CMAQ, and Carbon Reduction Program. He concluded by outlining the project schedule, with applications opening February 14, initial deadlines in March, final submissions in April, and Board approval of project lists in July. The TTC's action is to recommend Board approval of the criteria and investment principles.

***Ms. Trautman motioned to approve the Call for Projects Criteria and Principles of Investment as presented. Ms. Colyar seconded the motion. The motion passed unanimously.***

## **# 7 Transportation Performance Management: PM1 Safety**

Mr. Ulrich provided an update on Performance Management Area #1: Safety, highlighting the importance of aligning SRTC's efforts with WSDOT's Highway Safety Improvement Program (HSIP) targets, which are required under federal regulations. He noted that Washington State receives \$30 million annually through HSIP, with \$2 to \$2.5 million typically allocated to two or three projects within Spokane County each year. Each year, WSDOT sets statewide safety targets using a linear trend toward its "Target Zero" goal by 2030, while MPOs can either agree to plan and program in support of these targets or set their own regional targets. SRTC staff recommend supporting WSDOT's targets to focus on actionable safety strategies.

Mr. Ulrich also detailed previous and ongoing efforts to address these trends, including developing a Regional Safety Action Plan to guide member jurisdictions and securing grants to fund a demonstration safety educational campaign aimed at reducing fatalities and serious injuries. He concluded by requesting a recommendation for the SRTC Board to plan and program projects supporting WSDOT's HSIP targets, emphasizing the importance of linking performance outcomes to safety investments.

***Mr. Weathers made a motion to approve the Transportation Performance Management: PM1 Safety Targets as presented. Mr. Clark seconded the motion. The motion passed unanimously.***

## **INFORMATION AND DISCUSSION ITEMS**

## **# 8 MPO-RTPO Overview of Agency Purpose and Upcoming Activities**

Ms. Bollenback provided an overview of Metropolitan Planning Organizations (MPOs), explaining their origins and formal establishment under the Federal Aid Highway Act of 1962. She described the "3C" planning approach—continuous, cooperative, and comprehensive—and how MPOs were created to ensure local governments had a voice in federal transportation funding decisions. She also discussed the role of Regional Transportation Planning Organizations (RTPO), established under state law, and highlighted their similarities and differences from MPOs. Noting that transportation systems are owned and operated by numerous public jurisdictions, she referenced Chapter 47.80 RCW and emphasized that planning must consider all modes of transportation.

As both an MPO and RTPO, SRTC plays a vital role in regional coordination and planning for transportation but clarified it does not build or operate infrastructure. Ms. Bollenback further explained that SRTC operates at it's best when they act as an extension of member agencies. She explained that the Board of Directors is made up of elected officials, tribal leaders and transportation agencies, and they provide diverse perspectives in decision-making. SRTC facilitates communication among stakeholders and develops strategies to address regional transportation needs. She concluded by outlining optional activities available to the organization and inviting discussion on priority transportation topics.

There were no comments or questions from the members.

## **# 9 Unified Planning Work Program (UPWP) Development Overview**

Ms. Bollenback explained that the Unified Planning Work Program (UPWP) serves as a two-year work plan for the organization outlining SRTC's revenues and activities. She explained that the UPWP serves as the scope of services for the federal and state funding available in the Spokane region. She emphasized the importance of identifying achievable activities over time and ensuring the UPWP aligns with federal and state requirements and planning emphasis areas. She reviewed key planning priorities such as economic vitality, safety, and security, noting that both federal and state agencies emphasize similar core areas. She also highlighted how emphasis areas are integrated into SRTC's planning efforts and provided an overview of the UPWP's structure, which includes planning activities, agency support, community engagement, and core functions.

Ms. Bollenback posed a question to committee members asking what the organization should focus on moving forward. She shared that a survey was conducted to identify priority areas, with planning studies and education being key topics of interest. She encouraged attendees to consider how SRTC can best support their communities and welcomed input on potential focus areas.

## **#10 Commute Trip Reduction (CTR) Plan Update**

Mr. Kloskey provided a brief overview of the Commute Trip Reduction (CTR) program, explaining its purpose and who is affected by the CTR law. He noted that the last CTR plan was developed ten years ago and highlighted recent workshops held in 2024 to update the plan. The workshops focused on reviewing baseline data and regional transportation challenges, ensuring the plan reflects current commuting trends and needs.

He explained how baseline metrics and targets were calculated, emphasizing that the region currently has a 64.4 percent drive-alone rate. He also added that the region's new target for this planning cycle is a 60 percent drive alone rate. The new CTR Plan is set to be in effect from July 1, 2025 to June 30, 2029. Additionally, he

highlighted community engagement efforts that informed the CTR plan update, ensuring that regional priorities and commuter needs are addressed in the planning process.

#### **#11 Horizon 2050 – Metropolitan Transportation Plan - Needs Assessment**

Mr. Lien explained the Metropolitan Transportation Plan update, known as Horizon 2050, which serves as a blueprint for regional transportation projects, programs and strategies, aligning with SRTC's Guiding Principles (GP) and associated policies. Building upon the Horizon 2045 plan and recent transportation studies/plans, the Needs Assessment project will develop a comprehensive list of projects and programs with a regional focus, assessing them through the lens of SRTC's GPs to ensure consistency and alignment with regional planning goals.

Mr. Messner, CivTech, reviewed the needs assessment process, which includes public outreach and consideration of other planning processes such as the Unified List. He noted that one-on-one meetings will be conducted with each agency and additional coordination is expected to occur through TIP Working Group members. Mr. Lien also highlighted upcoming public outreach efforts, beginning with the Lunar New Year celebration on February 1. He noted that a public survey will be released next week to accompany the outreach activities.

#### **#12 Metropolitan Transportation Plan Update: Regional Priority Networks**

Mr. Ulrich reviewed the regional priority networks, explaining their purpose and importance in regional planning. He emphasized that the core facilities that comprise the priority networks are part of a federally required regional planning network. The vehicular priority network includes the National Highway System (NHS) in Spokane County, while the transit priority network aligns with STA's long-range planning efforts. The freight priority network incorporates all Tier 1 and Tier 2 freight routes, including those identified as priorities in other planning efforts. Additionally, the bicycle priority network update identifies both existing and future bicycle routes to enhance regional connectivity.

He noted that each of these networks is slated for updates, though the vehicular priority network (NHS) has not undergone significant changes since it was previously included in the Horizon 2045 plan. Ongoing updates also include STA's planning efforts and the regional activity centers' update, which focuses on key areas of economic and social synergy. Some modes not included in the 2045 plan, such as rail and air transportation, will be expanded in the 2050 update. The next steps involve developing updated network maps to reflect these changes and priorities.

#### **#13 Agency Update**

- Mr. Ulrich announced that today was his last day with Spokane Regional Transportation Council and that Ms. McMenemy would be stepping in as the committee liaison. Several agencies expressed their gratitude and appreciation for his contribution over the years.
- Ms. Creasy presented the updated branding and website project, highlighting key changes including sharing the project's public launch date of February 25. She invited committee members to attend the February meeting in person to receive new branding materials and further engage with the updated design.

#### **Adjournment**

There being no further business the meeting adjourned at 2:07 p.m.

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Angel Jackson, Recording Secretary

SRTC January 22, 2025