

**Spokane Regional Transportation Council – Transportation Advisory Committee**

01/22/2025 | 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 3:00 PM**

In Attendance:

**Members**

Michael Ankney  
John Barber  
Raychel Callery  
David Eash  
Charles Hansen  
Carlie Hoffman  
Mark Johnson  
Katie Melby  
Tom Sahlberg  
Paul Vose  
Bill White  
Kim Zentz

**Guests**

Sean Messner, CIV Tech

**SRTC Staff**

Lois Bollenback, *Executive Director*  
Ryan Stewart, *Principal Transportation Planner*  
David Fletcher, *Principal Transportation Planner*  
Jason Lien, *Principal Transportation Planner*  
Michael Redlinger, *Associate Transportation Planner 3*  
Benjamin Kloskey, *Associate Transportation Planner*  
Savannah Creasey, *Communications & PR Coord.*  
Angel Jackson, *Executive Admin Coord.*

**# 2 Public Comments**

There were no Public Comments.

**# 3 TAC Member Comments**

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

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

Mr. Vose shared highlights of the SRTC Board meeting.

**ACTION ITEMS**

**# 5 Consent Agenda**

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

***Ms. Zentz motioned to approve the Consent Agenda as presented. Mr. Ankney seconded the motion. The motion was passed unanimously.***

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

Mr. Stewart reviewed the \$36 million in funding available for 2027-2029 Call for Projects. The key criteria were designed in alignment with Horizon 2045 and incorporate updates from efforts such as the Equity Work Group and the Regional Safety Action Plan. He explained the application process includes both a general application and one specifically for preservation projects. Preservation projects are allocated 23% of the funding, amounting to \$8.2 million, with application limits of \$1.35 million per project and \$2.7 million per agency. Additionally, 3.75% of the funding, or \$1.3 million, is set aside for small towns with populations under 5,000.

Mr. Stewart also discussed \$5 million in "off-the-top" funding requests, which include \$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, which will be distributed across various programs such as the Surface Transportation Block Grant, Transportation Alternatives, CMAQ, and the Carbon Reduction Program. He reviewed the project timeline: applications open on February 14, with initial deadlines in March, final submissions due in April, and Board approval of project lists in July.

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

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

Mr. Ulrich provided an update on Performance Management Area #1: Safety, emphasizing the need to align SRTC's efforts with WSDOT's Highway Safety Improvement Program (HSIP) targets, which are mandated by federal regulations. He explained 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. WSDOT sets statewide safety targets annually, using a linear trend toward its "Target Zero" goal by 2030, and MPOs can either support these targets or establish their own regional ones. 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. Ankney made a motion to approve the Transportation Performance Management: PM1 Safety Targets as presented. Mr. Eash seconded the motion. The motion passed unanimously.***

## **INFORMATION AND DISCUSSION ITEMS**

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

Ms. Bollenback outlined the role of Metropolitan Planning Organizations (MPOs), established under the Federal Aid Highway Act of 1962, and the "3C" planning approach. She explained that MPOs ensure local governments have a voice in federal transportation decisions and compared them to Regional Transportation Planning Organizations (RTPOs), noting their similarities and differences. As both an MPO and RTPO, SRTC coordinates regional transportation planning but does not build or operate infrastructure. She emphasized SRTC's role as an extension of member agencies and highlighted the diverse perspectives of its Board of Directors. She concluded by inviting discussion on transportation priorities.

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 an overview of the Commute Trip Reduction (CTR) program, outlining its purpose, those affected by the CTR law, and the need for an updated plan. He noted that the last CTR plan was developed a decade ago and highlighted 2024 workshops that reviewed baseline data and regional transportation challenges. The region's current drive-alone rate is 64.4 percent, with a new target set at 60 percent for the upcoming planning cycle. The updated CTR Plan, effective from July 1, 2025, to June 30, 2029, incorporates community engagement efforts to ensure it reflects regional priorities and commuter needs.

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

Mr. Lien provided an overview of the Horizon 2050 Metropolitan Transportation Plan update, which serves as a regional blueprint for transportation projects, programs, and strategies aligned with SRTC's Guiding Principles. Building on Horizon 2045 and recent studies, the Needs Assessment project will compile a comprehensive list of regionally focused projects assessed for consistency with planning goals. Mr. Messner from CivTech outlined the needs assessment process, including public outreach, coordination with the Unified List, and agency meetings through the TIP Working Group. Mr. Lien also highlighted upcoming outreach efforts, starting with the Lunar New Year celebration on February 1 and a public survey release next week.

## **#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 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**

- 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 4:26 p.m.

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Angel Jackson, Recording Secretary