

**RESOLUTION NO. 25-272
CITY OF LIBERTY LAKE
SPOKANE COUNTY, WASHINGTON**

**A RESOLUTION OF THE CITY OF LIBERTY LAKE, WASHINGTON ADOPTING AN
UPDATED COMMUTE TRIP REDUCTION (CTR) PLAN**

WHEREAS, on August 3, 1999, the Board of County Commissioners for Spokane County approved Ordinance No 99-0690, which adopted the Spokane County Commute Trip Reduction Plan in accordance with RCW 70.94.527 to reduce the number of single occupant vehicle trips for the purpose of improving air quality in Spokane County; and

WHEREAS, the City of Liberty Lake adopted an ordinance implementing a Commute Trip Reduction Plan for all major employers within the City; and

WHEREAS, on December 4, 2001, the City Council approved the Interlocal Agreement with Spokane County for the purpose of implementing the Commute Reduction Plan for the City of Liberty Lake and Spokane County; and

WHEREAS, the City created a CTR Plan that addresses the new requirements of the Commute Trip Efficiency Act of 2006; and

WHEREAS, the CTR Plan is a collection of goals and policies, facility and service improvements, and marketing strategies that support reducing drive alone trips and vehicle miles travelled; and describes requirements of major employers, documents the public involvement process, presents a sustainable financial plan, and lays out the implementation structure for the CRT program; and

WHEREAS, the State's CTR objectives compliment, promote and provide an implementation mechanism for the City of Liberty Lake Comprehensive Plan Goals and Policies; and

WHEREAS, appropriate signatures and letters of acceptance have been obtained or will be obtained prior to recording.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LIBERTY LAKE, WASHINGTON, DOES RESOLVE AS FOLLOWS:

1. The attached City of Liberty Lake Commute Trip Reduction Plan Update: 2025-2029 is hereby adopted; and
2. The updated CTR Plan is consistent with the City's Comprehensive Plan.

Passed by the City Council this 4th day of February, 2025.

Cristella Kaminskas

Cristella Kaminskas, Mayor
City of Liberty Lake

ATTEST:

Kelsey Hardy

City Clerk, Kelsey Hardy

APPROVED AS TO FORM:

Sean P. Boutz

City Attorney, Sean P. Boutz

Liberty Lake Commute Trip Reduction Four-Year Plan Update: 2025–2029

Benefits of CTR

1. Describe the local land use and transportation context and objectives.¹

a. Describe the setting in the jurisdiction as it is today or will be in the near future.

Liberty Lake is a suburban city near the boundary of Washington and Idaho. The population is currently 13,870. Property values within the City are relatively high for the metro area and there is a fair amount of vacant commercial land on both sides of Interstate-90, although development of much of it is planned to take place over the next decade or so. Transportation throughout the City of Liberty Lake is primarily auto-based, although there is over 60 miles of multi-modal bike and pedestrian trails throughout the City. Due to the current separation of the housing stock from the commercial centers, most people drive to work and stores, although much more integrated development is currently planned. There are several large apartment complexes adjacent to the commercial center, which does allow for pedestrian access to stores. The higher cost of property within the City does tend to make more likely for people have to commute into the City, although the City has a fairly high number of people who telecommute to work.

b. Describe features of land use and transportation facilities and services that affect commuters.

The majority of the housing in Liberty Lake is suburban in nature with single-family residences and large lots. There are a fair number of apartments and condos within walking distance to the two local grocery stores, as well as a significant amount of middle housing. The suburban setting requires most residents to utilize automobiles when traveling. Transit is mostly utilized via a park and ride express route running from the commercial corridor to downtown Spokane. This does allow for commuters who live in Liberty Lake but work in downtown Spokane to take public transit to commute to work. It should be noted that many people who work in Liberty Lake do not live here due to the high cost of real estate.

Much of the undeveloped land south of Interstate-90 is zoned mixed-use. The likely development to occur within this use will be commercial and multi-family, which will increase walkability throughout the City.

There are multiple trails throughout the City that are utilized by the residents. Many residents utilize these trails and sidewalks to access the local parks and some may be used for commuting, although their primary use is recreation.

c. Describe whether and how commuting patterns have changed in the past few years.

Post COVID, many employers have switched back to in-office employees, resulting in more trips. Although this shift in employment has occurred, there are still a number of employers within the City

¹ Sources: The plan shall highlight the existing and future land use and transportation conditions and characteristics considered most critical by the jurisdiction and evaluate the degree to which existing local services, policies, regulations, and programs, as well as any documented future investments, will complement the trip reduction efforts of CTR employers. (WAC 468-63-040(2)(a))

The state intends for local jurisdictions to use information in existing plans and programs, such as the local comprehensive plan, unified development codes, the transportation improvement program, economic development plans, and others, as much as possible in order to develop the local CTR plan. (WAC 468-63-040(2))

that have utilized a full or partial work from home policy for their employees that are able to do their jobs outside of the office setting. In particular, several large call centers within the City have shut down, and those spaces are only now beginning to be repurposed for other commercial and light industrial uses. Overall, traffic has increased within the City due to the City's ever-growing population.

- d. *List the most important land use and transportation objectives from your city or county's plans that commute trip reduction most directly affects.*

The City of Liberty Lake promotes multi-modal connections with new developments, and as part of the 2026 Comprehensive Plan update, is considering allowing denser development. This type of development is more conducive to alternative transportation methods. Additionally, a large portion of the undeveloped land within the City is commercial or mixed-use, which will allow for more work and retail opportunities within the city limits.

- e. *Describe critical aspects of land use and transportation that should be sustained and key changes that should be considered to improve commute trip reduction's contribution to the land use and transportation objectives you reference.*

The addition of higher-intensity residential land uses near commercial centers will help with CTR. Furthermore, there needs to be more affordable housing options within the City of Liberty Lake to allow workers to live closer to where they work. An increase of transit routes and stops throughout the City would allow for more ridership. One significant planned transit proposal within the City is an expanded park and ride to serve a high-performance transit corridor that will extend from the West Plains to the state line, and eventually, into Coeur d'Alene.

2. Describe how the CTR program will help achieve the jurisdiction's land use and transportation objectives.²

- a. *Describe how and to what extent your CTR program will help your city or county achieve the land use and transportation objectives referenced in question 1.*

Several of the City's land use and transportation objectives are supported by the CTR program. Land Use policy 4 is to, "Encourage shared-use parking, pedestrian access, and transit incentive programs to promote the efficient use of land". Transportation Policy 7 is to "Encourage the use of bus, ride-sharing, paratransit, and high capacity transit services to make major segments of the transportation system more efficient".

Much of the City's CTR program focuses on promoting the use of transit for city employees and supporting the increased use of transit, overall within the City.

3. Describe how the CTR program will help achieve the jurisdiction's environmental objectives.³

- a. *Describe how the CTR program will support jurisdiction greenhouse gas emission reduction efforts.*

² Source: The local CTR plan shall describe how the CTR program will help achieve the jurisdiction's broader land use and transportation goals. (WAC 468-63-040(2))

³ Source: The legislature also finds that increasing automotive transportation is a major factor in increasing consumption of gasoline and, thereby, increasing reliance on imported sources of petroleum. Moderating the growth in automotive travel is essential to stabilizing and reducing dependence on imported petroleum and improving the nation's energy security (...) The intent of this chapter is to require local governments in those counties experiencing the greatest automobile-related air pollution and traffic congestion to develop and implement plans to reduce single-occupant vehicle commute trips. (RCW 70A.15.4000)

CTR will support GHG emission reduction efforts by reducing the number of single driver trips within the City using ICE vehicles.

- b. Describe how the CTR program will support jurisdiction environmental objectives in addition to greenhouse gas emission reductions.

The City of Liberty Lake comprehensive plan has the following environmental goals:

- Preserve and enhance environmentally sensitive areas.
- Protect the groundwater quality in Liberty Lake area aquifers.
- Maintain air quality in the City of Liberty Lake that protects human health, prevents injury to plant and animal life, and preserves clear visibility.

By implementing this CTR plan, there will be less overall trips, or less of a population-based increase as would otherwise occur without the plan, to the number of vehicle trips within the City's transportation network. This will help to preserve environmental areas as there will be less vehicle pollution and it will possibly reduce the need for expansion of the road network. This reduction in pollution will also help protect the groundwater quality within Liberty Lake. Additionally, less trips will help with traffic flow, which will lead to less vehicle emissions, and this will be beneficial for the local air quality.

4. Describe how your CTR program will help achieve regional and state objectives.⁴

- a. Summarize the local, regional, and state benefits that would be gained if you achieve your CTR targets.

The City of Liberty Lake Comprehensive Plan outlines areas which can see benefits from achieving our local and regional CTR targets:

- Land Use Goal 2: Encourage development in the Central Business District that advances the City identity, provides transportation linkages, and supports a pedestrian friendly environment.
- Transportation Goal 1: Maintain a multi-modal transportation system that provides safe and efficient travel to, from, and within the City.
- Land Use Policy 4: Encourage shared-use parking, pedestrian access, and transit incentive programs to promote the efficient use of land.
- Urban Design Policy 12: Encourage locating parking lots to the rear or side of buildings to enhance streetscapes and promote pedestrian access.
- Urban Design Policy 19: Maintain design standards and land use plans for neighborhood centers, community centers, and the Central Business District that are based on the following principles:
 - a. Centers should be compact, nonlinear development to encourage transit, bicycle, and pedestrian travel. Multistory construction, structured parking, and other techniques to use land efficiently should be encouraged.
 - e. Routes for pedestrian, auto, bicycle, transit, and truck travel within centers should have convenient access to each major destination. Buildings should be close to sidewalks to promote walking and browsing, with parking areas located on the side

⁴ Sources: In their local CTR plans, local jurisdictions shall communicate what local, regional, and state benefits would be gained if the established targets were achieved. Benefits may include but are not limited to:

Regional transportation planning organizations (RTPOs) and WSDOT shall provide applicable data, if available, to assist this analysis. (WAC 468-63-030(3)(c))

The plan shall also discuss cross-boundary issues, such as passthrough commute patterns or larger regional issues, and how these affect the local CTR plan. (WAC 468-63-040(2)(a))

or rear of buildings or adjacent to the street causing the appearance of on-street angle or parallel parking.

- h. To encourage the use of alternative modes of transportation require the installation of secure bicycle parking facilities that are convenient for users and safe for pedestrians.

- Transportation Policy 1: Promote pedestrian and bicycle transportation and increase safety, mobility, and convenience for non-motorized modes of travel.
- Transportation Policy 7: Encourage the use of bus, ride-sharing, paratransit, and high capacity transit services to make major segments of the transportation system more efficient.
- Transportation Policy 8: Encourage intermodal connections to enhance the efficiency and convenience of public transportation.
- Transportation Policy 9: Support high-capacity transit facilities and services that are consistent with the actions and plans of Spokane Transit Authority, Spokane Regional Transportation Council, and other jurisdictions.
- Transportation Policy 12: Maintain and enhance the system of trails in accordance with the provisions of the Liberty Lake Trail System Plan.
- Transportation Policy 13: Promote hard surface walkway systems that are separate from roads if they fit in with the characteristics of the neighborhood.
- Transportation Policy 14: Preserve unused rail rights-of-way for development of trails or other alternative transportation lines.
- Transportation Policy 28: Advocate safe and effective traffic control or grade separation at light rail, trail, path, and pedestrian crossings.
- Housing Policy 8: To support mobility for those with special needs, locate housing in areas accessible to public transportation.
- Natural Environment Policy 18: Promote public education to increase the level of responsibility for air quality.
- Human Services Policy 1: Encourage planning and development of a public transit system that makes human service opportunities accessible for those who need basic and sustaining services.
- Human Services Policy 2: Minimize the distance which children and youth must travel for educational services and encourage a closer bond between the community and its schools.

Horizon 2045 is the current Metropolitan Transportation Plan (MTP) for the greater Spokane region. Horizon 2045 includes SRTC's Guiding Principles and the Policies associated with them.

<https://www.srtc.org/horizon-2045/>

Regional Plan Objectives:

- Economic Vitality:
 - Prioritize transportation investments by mode that enhance accessibility and connections between city centers, regional centers, attractions, towns, and areas of regional employment.
 - Support areas of potential economic development.
 - Support the efficiency of freight movement.
- Cooperation & Leadership
 - Provide leadership by facilitating coordinated, cooperative and comprehensive transportation
 - planning.

- Incorporate public processes in significant planning efforts.
- Promote regional transportation interests, plans and projects to federal, state and local public and private entities.
- Coordinate transportation relevant data for shared use among regional stakeholders.
- Strengthen avenues of involvement for all people including those considered underserved regardless of race, national origin or income in the decision-making process.
- Stewardship
 - Ensure transportation decisions minimize impacts to natural resources and conserve nonrenewable resources.
 - Make investments that maximize transportation benefits and support federal, state and local goals and maintain a federally compliant TIP.
 - Ensure plans provide for the responsible use of public and private funds while demonstrating financial constraint.
 - Encourage evaluating shared-use of infrastructure for stakeholders and all transportation users.
 - Use performance measures to evaluate how policies and investments support key transportation objectives.
- System Operations, Maintenance, and Preservation
 - Develop cost-effective strategies; pursue alternative funding sources and mechanisms.
 - During winter weather conditions, ensure that snow and ice removal and snow storage is regularly maintained and designed for roadways and sidewalks to improve user safety and mobility and to keep the transportation system operational.
- Safety & Security
 - Support improvements to roadway safety deficiencies in order to reduce crashes within all modes of transportation.
 - Protect critical infrastructure from natural and human threats.
 - Promote safety through supporting education, outreach and enforcement of rules of the road for all modes that use the roadways.
 - Support transportation infrastructure and operational strategies for emergency response.
- Quality of Life
 - Incorporate complete streets policies into transportation planning that enhance and expand bike, walk and transit networks and their connectivity.
 - Improve access and the quality of access to transit for all people including those considered underserved, regardless of race, age, national origin, income or ability.
 - Implement transit that improves frequency, span and reliability of transit services with a variety of service levels and transit modalities within the region.
 - Support health-promoting transportation options for users of all abilities to increase opportunities for physical activity while improving demand-management strategies to reduce Single Occupant Vehicle (SOV) trips.
 - Support transportation projects that protect culture, value and unique characteristics of communities and contributes to a sense of place.

State CTR Plan Draft Objectives:

- Improve delivery of CTR Programs
- Expand CTR market to address equity
- Produce more useful transportation behavior data
- Expand investment and service to advance equity and environmental justice
- Respond to shifting mobility patterns

- Reduce greenhouse gas emissions
 - Summary of Benefits:
 - Improve delivery of CTR programs:
 - The region’s MTP includes an emphasis on building out the active transportation network. The bicycle priority network helps elucidate gaps in the active transportation network at the neighborhood and community level. The bicycle priority network also includes recommendations for facility improvements and future connections that will make it easier for people around the region to connect to their key destinations – including schools and jobs – using active transportation.
 - The MTP also includes an emphasis on supporting transit development, which will make commuting by bus more feasible and accessible to people throughout STA’s service area.
 - Both of these emphases support increased funding for multi-modal transportation solutions – and have potential to make CTR targets more productive and easier to deliver.
 - Reduce greenhouse gas emissions; improve air and water quality:
 - The state and region both have key goals related to greenhouse gas emissions, as well as air and water quality at large. Every commute trip avoided or shifted from drive-alone to an alternative, more efficient commute mode reduces the environmental impacts of commuting. Additionally, the CTR program has potential to produce a positive synergy with other efforts to reduce greenhouse gas emissions.
 - Reduce household transportation costs:
 - Reduce household transportation costs by encouraging people to use and feel comfortable using transportation options. The CTR Program also helps increase awareness of alternative commuting options and provides direct incentives to commuters who choose not to drive alone. Enhancing multi-modal transportation options can improve connections between residences and jobs while decreasing reliance on vehicle ownership. Relatedly, improving access and connection to multimodal transportation options has potential to strengthen the region’s economy.
 - Improve movement of people and goods; reduce congestion:
 - In its aim to reduce drive alone trips, the CTR program is also providing benefits to peak hour traffic flow. When more people utilize alternative commute modes, the region is able to achieve more people miles traveled per vehicle miles traveled – which is in accord with state and regional objectives. Workers who shift from drive alone trips to remote work, transit, carpooling, or active transportation, are taking pressure off the transportation system during peak commuting hours.
 - Foster innovation and interagency collaboration:
 - The CTR program's requirements to consider state, regional, and adjacent community goals naturally foster regionwide collaboration between participating agencies, transit (STA) and local community partners. This interagency collaboration encourages seamless provision of services across jurisdictional boundaries and provides for a more integrated and robust multimodal transportation system that better meets the travel needs of all citizens.
 - Furthermore, the CTR program encourages local agencies to pursue innovation in land use and multi-modal design for transportation infrastructure. For example, agencies may consider more compact land use in various areas, as well as transit-oriented development.

- The CTR program encourages outreach and engagement – with worksites, with the general public, and specifically with overburdened and historically excluded communities. The insights gained through this outreach and engagement increase local and regionwide understanding of shifting mobility patterns.
 - Advance equity:
 - At the regional level, equity is under consideration for inclusion as one of SRTC’s Guiding Principles, and a list of organizational recommendations related to equity is included in SRTC’s Equity Planning Framework. CTR-related outreach and engagement with low income, overburdened, and historically excluded communities in the greater Spokane region improves agencies’ understanding of public needs and interests and provides for more well-informed implementation of multi-modal transportation options around the entire region.
 - Improve public health:
 - By encouraging more people to utilize the active transportation network – both to commute and to access transit facilities – the CTR program encourages incremental changes that help push people towards healthier lifestyles.
 - The CTR program also provides synergy with other important educational opportunities led by this region’s implementer, Commute Smart Northwest, such as the Spokane Bike Swap. Taken together, these have potential to improve awareness and safety for users of alternative commute modes.

b. List adjacent CTR-affected cities and counties.

Spokane County, City of Spokane, City of Spokane Valley, City of Airway Heights, City of Cheney, City of Medical Lake

c. Describe the top few cross-border and regional transportation issues that affect your jurisdiction.

- Consistency and Ease of Travel: Several of the jurisdictions in the Spokane region lie along the I-90 corridor which bisects the region. As tightly connected as this makes the urban development along that corridor, street design standards are not always the same as you leave one jurisdiction and enter another.
- Transit Connectivity: The region has a robust network of transit options through Spokane Transit Authority. However, the West Plains area has seen tremendous growth in recent years and is now in need of more connectivity to the region's broader transportation network. The West Plains is currently serviced by the West Plains Transit Center, but that facility is difficult to reach for many who live on the West side. Greater access to transit options would be beneficial on the West Plains.
- Network Redundancy: The Spokane region is heavily influenced by the presence of I-90. The viability of parallel routes such as Trent Ave. and Sprague Ave. to carry local trips is important to maintain a fair level of service and relieve traffic pressure on the interstate during peak hours. When there are accidents or backups on I-90, the region is reliant on alternative routes to divert traffic and keep the flow of people and goods moving. A similar dynamic plays out with US 2 on the West Plains.
- Rural and Small City Transportation Options: As you leave the urbanized area, transportation mode choices become significantly more limited. This is not a problem unique to Spokane, but it impacts many members of our community. It would be beneficial to bolster connectivity between rural residents, small cities, and urban services.
- Sprawl: Urban sprawl has become an increasing concern in our region, with the pattern of growth in the past five years putting more pressure on communities to connect distal residential areas with commercial and service hubs within the urban core. Encouraging infill housing and density around existing hubs should be a priority moving forward in order to limit impacts on the transportation system and our natural environment.

- **Safety:** The region has seen an increase in the number of fatal or serious injury (FSI) crashes in the past several years. The upward trend in FSI crashes has been especially alarming since the onset of the COVID-19 pandemic. The increase in fatalities and serious injuries to active transportation users has been especially notable. In an effort to move towards the state’s goal of Target Zero, safety for all users of the transportation network throughout the region must be addressed.
 - **Active Transportation:** The region’s transportation system must be accessible to all users, including those who cannot or choose not to drive. Accessible active transportation requires facilities that are safe for all and low stress for a wide range of users. The region is making significant improvements to active transportation connectivity, but we should continue to implement the region’s bicycle priority network. We should identify and remedy trail and sidewalk gaps while providing needed maintenance on existing facilities. Active transportation facilities should be properly cared for during the winter, and older bike lanes need to be re-striped. Some facilities may require improved crossings and protection from vehicle traffic.
 - **Funding for Maintenance, Preservation, and Operations:** There is a need for more funding for maintenance, preservation, and operations, but current revenue sources are expected to decrease. Increased demand for electric vehicle is forecasted to have substantial impacts on transportation funding through declining gas tax revenues. Additionally, Spokane left the “maintenance” category for CO and PM10 in August 2024. It is important to account for the unavailability of CMAQ funding when considering the long-term outlook.
 - **Historic Inequities:** Like communities across the country, Spokane has a history of inequality with regard to transportation. Low-income communities and communities of color have been disproportionately burdened by transportation network impacts. To address inequities, investments should be made in these areas to improve safety, connectivity, and quality of life. Improved transit access and active transportation options also carry potential to improve economic vitality by connecting more people to needed jobs and services.
 - **Environmental Resiliency:** The Spokane region experiences a wide variation in weather and temperatures. Additionally, climate change is affecting the area and measures should be taken to ensure that the transportation system is resilient to its effects. Events such as blizzards, major rainfall, drought, wildfires, and extreme temperatures are just a few of the hazards that we should be prepared for as a region.
 - **State Line Transit Connectivity:** Many people who are employed within Spokane County, including within Liberty Lake, live in the State of Idaho, specifically within Kootenai County. Kootenai County operates the Citylink transit system. Unfortunately, Citylink does not cross the state line into Washington. This makes it nearly impossible for those people in Kootenai County, but who work in Spokane County to utilize public transit for their full commute. The nearest connection from Idaho is the Park and Ride located within Liberty Lake.
- d. Describe the strategies you, adjacent cities and counties, and your region have agreed to use to address the top issues described in the previous bullet.*
- **Regionwide Collaboration:** A goal for the region is to ensure that the transition between jurisdictions on the transportation system is seamless and apply a more uniform approach to street design across member jurisdictions, especially with items such as traffic signals (and their timings) and active transportation facilities. Local agencies may explore the feasibility of joint planning agreements, cross-boundary projects and shared grant opportunities to promote this consistency and seamless connection between jurisdictions. Local and regional agencies should also continue to collaborate to improve data quality and project competitiveness when applying for state and federal resources.
 - **Transit Connectivity:** Greater access to transit options would be beneficial across the urban periphery, such as on the West Plains. For example, STA is increasing the regularity of high frequency routes to Airway Heights. Routes such as Route 61 will be increasing in frequency to every 15

minutes over the coming years. Division BRT promises to increase transit access and decrease bus travel times between the central business district and the north side. Additional high performance transit routes are being developed throughout the region.

- **Network Redundancy:** The need to relieve stress on the region’s highway system places an onus on the quality and viability of parallel routes. Projects that expand or improve parallel options to I-90 and US-2 – such as the West Plains Connection traversing the jurisdictional boundary between Airway Heights and the City of Spokane –are needed for congestion relief and to ensure effective delivery of emergency services. Additionally, much of our urbanized area is situated along the Spokane River and its tributaries. Our bridges are an integral part of our transportation network. It is important that we continue to maintain a regional bridge inventory to keep track of our vital crossings and overpasses.
- **Rural and Small City Transportation Options:** It would be beneficial to bolster connectivity between rural residents, small cities, and urban services. This could be aided by increased transit options or shuttle services to rural areas, as another method of promoting commute alternatives. There may also be opportunities to make transit stops and Park and Rides more accessible when receiving grants or doing work on STA routes. Facilities such as the West Plains Transit Center and future routes such as Cheney Line HPT provide beneficial impacts to not only VMT per capita, but also air quality and quality of life.
- **Sprawl:** Minimizing sprawl while the community grows is key to avoid adverse impacts to air quality and VMT per capita. Local agencies can encourage transit-oriented development, such as infill housing and densification around existing transit access points and activity centers. The City of Spokane’s Building Opportunity and Choices for All ordinance is one example of community action that supports growth, builds affordable and middle housing, while minimizing urban sprawl.
- **Safety:** In an effort to move towards the state’s goal of Target Zero, safety on the roadways for all modal users regionwide must be addressed. The Spokane region should pursue the strategies and actions detailed in SRTC’s Regional Safety Action Plan, such as active transportation safety improvements, prioritizing increased enforcement at top crash locations, and installing FHWA proven countermeasures on the region’s high injury network (HIN). Local agencies should continue to look at programs like Safe Routes to Schools for potential funding opportunities. SRTC has also sought to support safety and connectivity by supporting projects which promise to resolve barriers and mode conflicts created by at-grade railroad crossings.
- **Historic Inequities:** To address historical inequities, it is important to make investments in lower income and overburdened communities. Projects and programs that promise to reconnect divided communities, such as STA’s LEIEA Program, have potential to bring positive social and economic impacts while increasing access to transit and active transportation. Improved multimodal access can also bolster economic vitality. At the regional level, equity planning has become a key part of SRTC’s work, and the forthcoming inclusion of equity as one of the agency’s Guiding Principles promises to help shed more light on our transportation system through the equity lens. Equity is already increasingly integrated with the region’s transportation planning processes, and project applications are evaluated for potential equity impacts when submitted for inclusion in the Unified List of Regional Transportation Priorities.
- **Active Transportation:** Active transportation continues to be an area of improvement as the greater Spokane area has continued to grow and expand over the last several decades. Regional investments and policy decisions should continue to prioritize addressing modal conflicts and active transportation gaps. SRTC’s bicycle Level of Traffic Stress (LTS) analysis has been important in helping identify gaps in low stress active transportation routes and areas of need for active transportation users. The region promotes complete streets policies and prioritizes funding to projects which account for active transportation users where possible. This is done through the region’s various competitive funding programs such as the Unified List of Regional Transportation Priorities and the Call for Projects. SRTC also supports multimodal crossings, such as pedestrian bridges, which provide

critical connectivity across barriers for non-drivers. Additionally, the Regional Safety Action Plan has specifically identified high-risk areas for pedestrians and non-drivers.

- **Air Quality:** The Spokane region continues to prioritize clean air through our work. Through the region’s MTP and other planning efforts, SRTC has developed strategies to address air quality and congestion. Those strategies include screening at the TIP level for air quality impacts; use of TSMO and ITS infrastructure; TDM programs such as CTR; as well as safe and accessible transit access and active transportation connectivity. As indicated in question 4c, the region should continue to implement strategies to lower emissions and reduce VMT per capita in order to continue to improve air quality and stay out of maintenance in the future.
- **Funding for Maintenance, Preservation, and Operations:** The future of funding is a concern for the region – as it is for the entire state. Government bodies around the state must adapt to the forecasted decline in gas tax revenues, while at the same time addressing a greater-than-ever need to apply resources to the maintenance, preservation, and operation of our existing transportation system. For this reason, investments in infrastructure must be made with ample consideration of future costs. In the future, the region may explore revenue-building options such as the implementation of a transportation improvement district. Investment in active transportation facilities such as shared use paths is also a cost-effective way of increasing the transportation network’s capacity to carry trips while managing travel demand for vehicles.
- **New Technologies:** Transportation technology continues to evolve. Newly developed technologies, such as smart infrastructure and automated vehicles, appear increasingly integrated with the future of transportation. As such, planning organizations around the region should monitor emerging trends and research the potential impacts of new technologies on the transportation network. For example, the region is capitalizing on new technologies in ITS infrastructure. Through the Spokane Regional Transportation Electrification Grant Project, we are also preparing for ever-greater demand for electric vehicles by building out our network of charging facilities across the entire county. We also hope to utilize advancements in modeling and data to gain a better-than-ever understanding of our transportation network and the people who rely on it. The region should continue to support our local transportation management center, SRTMC, in delivery of reliable transportation information services. Across the region, transportation professionals should be able to understand, develop strategies, and utilize emerging technologies so that the Spokane region is prepared for continued innovation. Critically, new technologies may provide opportunities to maximize the efficiency of our transportation system in a maximally cost-efficient manner.
- **Environmental Resiliency:** Environmental resiliency is an increasingly important subject as the impacts of climate change have begun to be felt in our region. Planning professionals from around the region are dedicating resources to ensure that new projects do not worsen air quality, and that project implementation is done in an environmentally responsible manner. At the regional scale, priority transportation projects are evaluated and scored for their potential impacts on air quality. Transportation projects submitted for SRTC’s Unified List of Regional Transportation Priorities are evaluated for environmental impacts. Projects are more competitive if they expand transit and active transportation access, reduce emissions and VMT, and/or incorporate clean fuels strategies. SRTC also has several key ongoing efforts in this area, such as the ongoing regional Smart Mobility and Resiliency studies, which will include recommendations for priorities and next steps. The region has also received grant money to move towards clean fuel solutions. The Spokane Regional Transportation Electrification Grant Project, for example, is helping facilitate construction of dozens of chargers across the greater Spokane area.
- **State Line Transit Connectivity:** Through [regionwide conversations including STA and other local partners](#), a pilot program including a route to North Idaho has been planned for the 2025-2030 timeframe. The STA TDP indicates the start date for that pilot route as May 2026. City staff are working with STA for the planned purchase of a parcel within the city limits. This parcel will be

utilized for the construction of a transit connection stop. Over a longer timeframe, it is possible that more transit connectivity across the state line could be established.

Performance targets

5. List your jurisdiction’s CTR performance target(s).⁵

- a. List performance targets that reflect only CTR-affected worksites.

Liberty Lake selected Option 3 – Weighted average DAR (drive alone rate) of a locally specific percent for CTR-Affected worksites at the jurisdiction level. Liberty Lake’s performance target is a 6% reduction in the DAR from the 2024 CTR worksite survey baseline. This performance target was approved through the TDM Technical Committee on September 5, 2024.

- b. List any additional performance targets.

Liberty Lake is not using any other performance targets.

6. List the base value you’ll use for each performance target.⁶

- a. For each performance target, provide the number you’ll use as the baseline (or starting number). You’ll measure the difference between this number and your results to report performance.

All worksites in Liberty Lake conducted their CTR survey in the spring of 2024 and the results of the survey will be used as their baseline. Collectively amongst the worksites, the DAR for Liberty Lake is 44.5%. Commute Smart Northwest has established performance targets for each worksite based on their 2024 CTR baseline survey results. The established performance targets for worksites will roll up resulting in a 6% reduction in the DAR for Liberty Lake bringing the DAR down to 41.8% if achieved by all worksites. The following is the worksite performance target metric that will be used when worksites survey in 2026.

Worksite DAR Performance Target Metric

Worksite DAR Baseline	Performance Target Reduction
0 - 20%	1%
21 - 39%	3%
40 - 59%	4%
60 - 64%	5%
65 - 68%	6%
69 - 72%	7%
73 - 77%	8%
78 - 84%	9%
85 - 100%	10%

Performance targets will be evaluated and may potentially change after reviewing the CTR Survey results in 2026.

⁵ Source: The plan shall establish the jurisdiction's CTR goals and targets. (WAC 468-63-040(2)(b))

⁶ Source: The plan's measurement methodology shall be consistent with the measurement guidelines established by WSDOT and posted on the agency's website. (WAC 468-63-040(2)(c))

7. Describe the method you used to determine the base value for each target.

a. Provide the source for each base value listed.

All worksites in Liberty Lake conducted their CTR survey in the spring of 2024 and the results will be used as their baseline.

8. Describe how you'll measure progress toward each target.

a. List the method you'll use to measure progress for each target.

All worksites affected by the CTR Law will conduct their CTR survey in 2026 and again in 2028 to measure the progress they've made from their 2024 baseline survey results.

9. List your jurisdiction's CTR-affected worksites.⁷

a. List all your CTR-affected sites.

Altek, Inc.
City of Liberty Lake
Fiserv
Huntwood Industries
Itron, Inc.
Liberty Mutual
Providence Health & Services
Spokane Teachers Credit Union

10. List a performance target for each CTR-affected worksite.⁸

a. For any performance targets tied to the CTR survey, indicate that you'll establish performance targets during the 2023-2025 survey cycle.

Commute Smart Northwest will establish worksite performance targets during the 2023-2025 survey cycle.

11. List the base value you'll use for each site.

a. For any performance targets tied to the CTR survey, indicate that you'll establish a base value during the 2023-2025 survey cycle.

All worksites in Liberty Lake conducted their CTR survey in the spring of 2024. The results from the 2024 CTR Surveys will be used as their baseline.

⁷ Source: The plan shall also identify the major employer worksites, including affected state agency locations, within the jurisdiction's affected urban growth area and any major employment installations. (WAC 468-63-040(2)(e))

⁸ Source: The plan shall describe the base year values and numerical targets for each major employer worksite required to participate in the CTR program. (WAC 468-63-040(2)(b))



Services and strategies

12. Describe the services and strategies your jurisdiction will use to achieve CTR targets.⁹

Commute Smart Northwest (CSNW), a division of Spokane County Public Works will administer the requirements of the CTR Efficiency Act for the city of Liberty Lake through an intergovernmental agreement according to their local CTR Plans and Ordinances.

CSNW will develop and implement a set of strategies that will help CTR worksites achieve their goals and performance targets for increasing the use of commute options while reducing vehicle miles traveled and greenhouse gas emissions including, but aren't limited to:

- Identify prospective worksites and notify them of legally required activities.
- Verify and maintain list of worksites and ETCs.
- Conduct required ETC Training twice a year for newly appointed ETCs.
- Provide outreach, consultation and technical assistance for worksite commute programs and employee surveys.
- Encourage ETCs to attend the Washington State Ridesharing Organization conference and other educational events.
- Host recognition and networking events.
- Send encouragement and reminder emails.
- Work collaboratively with Spokane Transit to provide updates and feedback to CTR employers on all STA projects and service improvements.
- Work collaboratively to provide updates and feedback to CTR employers on all projects and improvements that impact and encourage walking, bicycling and transit use within the City of Liberty Lake and surrounding area.
- Develop and implement promotional campaigns that will encourage the use of commute alternatives.
- Collaborate with local agencies and organizations to enhance and improve CTR promotional efforts, media coverage, CTR events and joint projects to ensure maximum leverage and exposure.
- Provide promotional materials to promote and encourage transportation options.
- Administer Guaranteed Ride Home program for state agencies.
- Provide education about transit and Public Rideshare programs, incentives, and subsidies.
- Provide information to encourage employers to offer improved commute benefits.
- Provide training and technical assistance to employers conducting their CTR surveys every two years and as needed.

13. Describe how jurisdiction services and strategies will support CTR-affected employers.¹⁰

⁹ Source: The plan shall describe what local services and strategies will be implemented to achieve the plan's goals and targets, and how these services and strategies will support the CTR programs of major employers. Strategies may include, but are not limited to: (i) Modifications of local policies and regulations, including the transportation concurrency system, street design standards, parking, and zoning; (ii) Investments in services and facilities, including transit services, nonmotorized facilities and amenities; and (RCW 70.94.527(5))(iii) Marketing and incentives. Transit agencies shall work with counties, cities and towns as a part of their six-year transit development plan established in RCW 35.58.2795 to take into account the location of major employer worksites when planning and prioritizing transit service changes or the expansion of public transportation services, including rideshare services. (WAC 468-63-040(2)(d))

¹⁰ Source: The plan shall describe ...how these services and strategies will support the CTR programs of major employers. (WAC 468-63-040(2)(d))

- Identifying affected worksites will grow the program and encourage more employees to use commute options.
- CSNW will be conducting a comprehensive ETC Orientation class twice a year for newly affected ETCs, support ETCs, and/or for seasoned ETCs that want a refresher course. The orientation class gives newly appointed ETCs a foundation to successfully market and promote their CTR Program.
- CSNW meets annually or as needed with CTR employers to review and discuss their CTR program, review CTR survey results, review employer annual report, strategize improvements to help employers achieve their CTR targets and goals. Require employers to make program improvements and modifications as needed based on survey results.
- Continually educating ETCs is key to keeping them engaged and motivated to make their program a success.
- CSNW hosts quarterly ETC networking opportunities to update ETCs on promotions, CTR happenings, transportation related updates, STA and STA Rideshare updates, CTR events and provides ETCs an opportunity to network and learn what other ETCs are doing at their worksites.
- To increase engagement and participation amongst CTR worksites, CSNW implements a recognition program called Commute Smart Champions. Throughout the year, Employee Transportation Coordinators (ETCs) earn points in three different categories including Performance, Programming and Engagement. *Performance* points are earned through their CTR Survey results, *Programming* points are earned through CTR program elements at their worksite including subsidies, bike/walk facilities, offering teleworking/compressed work schedules, CTR Budget, guaranteed ride home, having a CTR committee, etc. and *Engagement* points are earned through ETC longevity, holding CTR/Rideshare events, attending ETC Networking events, and submitting Champion nominations. Employers can earn a Platinum, Gold, Silver or Bronze Employer Champion Award and will be recognized at the annual Commute Smart Champions gala event in front of elected officials, worksite executives, program managers, peers, partnering agencies and stakeholders. This program spurs competition, provides recognition, and motivates ETCs to continually improve their CTR programs.
- CSNW develops monthly or quarterly promotions with incentives to help ETCs promote and encourage their employees to use commute options. Posters, prize flyers, pre-written messages, graphics and more are provided to ETCs to market the promotions.
- CSNW partners with various agencies to provide different messaging to our promotions and outreach efforts. Agencies include, but not limited to, Spokane Regional Clean Air Agency, Spokane Transit/Spokane Transit Rideshare, Bike to Work Everywhere, Spokane Bike Swap, etc.
- CTR employers will receive promotional materials to post on their commuting option boards to be used specifically for promoting and encouraging transportation options. Each board displays the Employee Transportation Coordinator's (ETCs) name and contact information.
- State agencies are provided a Guaranteed Ride Home program at no cost. One of the biggest barriers for employees to use a commute option is if they have an emergency and don't have a ride home because they used a commute options. This program provides the ride home and eliminates the barrier. CSNW maintains all records and bills/reports to the state.
- Frequently CSNW partners with Spokane Transit and Spokane Transit Rideshare to help promote and educate ETCs on programs, incentives and subsidies they offer. This on-going partnership helps to inform ETCs of their options and encourages ETCs to participate and grow their CTR program.
- CTR Worksite Surveys are conducted every two years. The data collected is a reflection on how the worksite is making steps towards achieving their CTR performance goals.

14. Describe barriers your jurisdiction must address to achieve CTR targets.¹¹

a. Describe how you'll address these barriers.

Transit service:

For a city the size of Liberty Lake that is part of the larger Spokane/Coeur d'Alene metro area, there is a lack of public transit serving the city.

How Liberty Lake is addressing this barrier:

City staff are working with STA for the planned purchase of a parcel within the city limits. This parcel will be utilized for the construction of a transit connection stop.

Teleworking:

CTR survey respondents living in the City of Liberty Lake noted that their work did not allow for teleworking.

How Liberty Lake is addressing this barrier:

The City can notify employers of the benefits of teleworking and the benefits of it to the employers, such as electric bill savings. Not all types of employment will allow for teleworking as an option, but there are a number of white-collar employers within the City that should allow for this type of employment.

15. Describe the transportation demand management technologies your jurisdiction plans to use to deliver CTR services and strategies.

CommuteFinderNW.com is a free on-line commute alternative matching service powered by Spokane Transit in coordination with Commute Smart Northwest. It provides employees with immediate results of others who are interested in carpooling, joining an STA Rideshare (formerly vanpool), and if there's not a match they can get bus route and park and ride information. ETCs can manage their worksite information and can download employee commute info to see if carpools or STA Rideshares can be formed with their employees.

GIS Maps, mapping where employees live with a dot on a map, are provided free of charge to worksites and can help ETCs see approximately where employees live to help assist in forming carpools and STA Rideshares. It also shows a 1-mile, 3-mile and 5-mile radius where employees live from the worksite. This assists ETCs in encouraging people that live close to the worksite to walk to work and to encourage employees that live 3 to 5-miles from the worksite to bicycle to work.

CommuteSmartNW.org has a plethora of information on commuting and commute options. It has detailed information about our monthly campaigns and prizes given away each month for employees that participate by using a commute option to work. It also houses our commute calendaring platform where employees can sign up and log how they got to work each day and is linked to the ETCs worksite. By logging their participation on their commute calendar, employees are automatically entered into the prize drawings once they reach the days required to participate to be eligible. On the backend, ETCs have the ability to see their worksite and employee data. They can see who is participating, what mode they are using and can also pull data/run reports. This provides an ongoing management tool to ETCs for their Commute Smart program.

¹¹ Source: The plan shall evaluate the existing barriers to the success of the CTR program and identify how the jurisdiction and its partners can overcome these barriers. (WAC 468-63-040(2)(a))

CTR Survey Tool is provided online by WSDOT and hosts the platform for conducting the bi-annual CTR Surveys. CSNW and ETCs have administrative access and can run reports on CTR Survey results. It also provides a platform for ETCs to submit their employer annual report.

16. Transcribe or link to your local CTR ordinance.¹²

The CTR Ordinance is attached and can also be found on CommuteSmartNW.org with this link, <https://commutesmartnw.org/documents/SPOKANE-COUNTY-ORD-2010.pdf>

17. Describe your financial plan.¹³

a. Describe the estimated average annual costs of your plan.

The CTR program in the City of Liberty Lake is administered by Spokane County’s Commute Smart Northwest office through an inter-local agreement. State funding is allocated and based on the approved state budget and on how many affected worksites are in the City of Liberty Lake.

State funding for CTR implementation in Spokane County	\$ 325,500
• Liberty Lake’s allocation with 18 affected worksites	\$ 23,592
2023 – 2025 and 2025-2027 Regional Mobility Grant	\$ 106,339
• Commuter Revitalization Project, provides incentives to participants	
2024 – 2026 CMAQ Grant	\$ 330,641
• Downtown TDM & CTR Education & Outreach Project	

b. Describe likely funding sources, public and private, to implement your plan.

State funding and the Regional Mobility grant are provided through WSDOT. The CMAQ grant is federal funds.

18. Describe your implementation structure.¹⁴

a. Describe who will conduct the activities listed in your plan.

Liberty Lake has contracted with Spokane County’s Commute Smart Northwest Office to implement and administer the city’s CTR Plan.

b. Indicate who will monitor progress on your plan. List job title, department, and name.

LeAnn Yamamoto, TDM Manager for Spokane County’s Commute Smart Northwest Office will manage and monitor the overall CTR plan.

¹² Source: The plan shall describe the requirements for major employers that will be outlined in the local ordinance. (WAC 468-63-040(2)(e))

¹³ Source: The plan shall describe the funding revenues from public and private sources that are reasonably expected to be available, as well as the expected costs, to implement the plan and achieve its goals and targets. (WAC 468-63-040(2)(g))

¹⁴ Source: The plan shall describe how the various strategies identified in the CTR plan will be implemented, either by the local jurisdiction, its partners, or its contracting partners... (WAC 468-63-040(2)(h))

19. List your implementation schedule.¹⁵

<i>a. Provide the timeline for anticipated projects.</i>		
	1 st Biennium, July 2025 – June 2027	2 nd Biennium, July 2025 – June 2027
Actions	<p>Identify, monitor and manage affected CTR worksites and Employee Transportation Coordinators.</p> <p>Provide required training to newly appointed ETCs twice a year.</p> <p>Review employer annual reports and provide feedback for program improvements as needed.</p> <p>Provide training and technical assistance to worksites for conducting their CTR Survey every two years.</p> <p>Provide ETC networking events.</p> <p>Develop and implement promotional campaigns that will encourage the use of commute options.</p> <p>Administer Guaranteed Ride Home program for state agencies.</p> <p>Manage and facility Commute Smart Champions recognition program.</p> <p>Conduct financial and program management.</p> <p>Collaborate with stakeholders to enhance and strengthen TDM strategies and CTR program.</p>	<p>Identify, monitor and manage affected CTR worksites and Employee Transportation Coordinators.</p> <p>Provide required training to newly appointed ETCs twice a year.</p> <p>Review employer annual reports and provide feedback for program improvements as needed.</p> <p>Provide training and technical assistance to worksites for conducting their CTR Survey every two years.</p> <p>Provide ETC networking events.</p> <p>Develop and implement promotional campaigns that will encourage the use of commute options.</p> <p>Administer Guaranteed Ride Home program for state agencies.</p> <p>Manage and facility Commute Smart Champions recognition program.</p> <p>Conduct financial and program management.</p> <p>Collaborate with stakeholders to enhance and strengthen TDM strategies and CTR program.</p> <p>Facilitate development activities for 2029-2033 CTR Plans.</p>

20. Describe the CTR plan for jurisdiction employees.¹⁶

a. Describe the services, programs, information, and other actions your city or county put in place to help its employees reduce their drive alone commute trips.

The City of Liberty Lake has a small but growing* E.T.C. program (*Right to Ride will be proposed for 2025 budget, finally providing a transportation subsidy for employees), we have a bike rack on site, and we are within walking distance of bus stops.

¹⁵ Source: The plan shall describe ...when the elements of the plan are expected to be implemented. (WAC 468-63-040(2)(h))

¹⁶ Source: The plan shall also describe the program that the local jurisdiction will offer to its employees. (WAC 468-63-040(2)(e))

21. Describe how the CTR plan for jurisdiction employees contributes to the success of the overall plan.¹⁷

a. Describe how the plan for jurisdiction employees reinforces the success of the jurisdiction plan?

The Right to Ride program, which will allow employees to have their transit rides paid for by the City will allow and persuade more ridership from the city staff.

Alignment with plans

22. List the transit agencies that provide service in your jurisdiction.

Spokane Transit Authority (STA)

23. List the transit plans you reviewed while developing this plan.

Connect 2035, STA 2025-2030 TDP, STA Moving Forward

24. Describe how this CTR plan supports the transit plans.

CTR promotes the use of public transit, which will lead to increased use and support for public transit in the area.

25. Describe any comprehensive plan updates that are needed and when they will be made.¹⁸

The City of Liberty Lake will be completing an update to their comprehensive plan in 2026. Any changes that may need to be made to the comprehensive plan to support this CTR will be made at that time.

¹⁷ Source: The plan shall also describe the program that the local jurisdiction will offer to its employees and how this contributes to the success of the overall plan. (WAC 468-63-040(2)(e))

¹⁸ Source: The local jurisdiction shall review the local comprehensive plan to ensure that it is consistent with the local CTR plan. If the local jurisdiction determines that the local comprehensive plan needs to be updated or amended to be consistent with the local CTR plan, the local jurisdiction shall identify in the local CTR plan what changes may be needed and when the changes will be made. (WAC 468-63-040(1)(c))

Engagement

26. Describe stakeholder engagement.¹⁹

- *Who did you talk to?*
 - SRTC led a thorough regionwide outreach campaign around CTR, including fliers, a virtual open house, participation in public events, and inter-agency coordination surrounding public engagement. Jurisdictions were encouraged to share their public engagement opportunities and events through the SRTC shared Google Drive for CTR to avoid survey/engagement fatigue amongst the communities of our region. The shared Google Drive also served as a list of potential opportunities for collaboration amongst participating agencies, which led to several successful joint events.
 - SRTC put up fliers at six different community centers, participated in a variety of events where CTR outreach was a primary focus, and launched a region wide public survey to gather feedback on the region’s needs around Commute Trip Reduction.
 - SRTC and local agencies participating in CTR Plan Updates engaged the public and promoted information related to CTR at public events throughout the whole region.
 - SRTC and Commute Smart Northwest provided a presentation to the City of Spokane Community Assembly PeTT (Pedestrians, Traffic, and Transportation) Committee. SRTC also provided information at public meetings to each of its advisory committees and its Board of Directors.
 - The survey garnered 246 total responses across the region and 13 total responses in and around our planning area.
 - There was significant geographic diversity in the responses from the regional survey. The regionwide survey received input from citizens who live or work in 29 zip-codes across Spokane County, additionally, 3 Idaho zip-codes contributed to the survey.
 - A roster of public events and engagement opportunities is included with our response to 26b.

- *When did you talk to them?*
 - SRTC, along with Commute Smart Northwest, began designing regionwide CTR outreach materials in March. The outreach campaign started on March 28th at an STA Open House event in Airway Heights and ran through September 10th at 4pm when the survey stopped accepting responses. The public was engaged in person at least once per month during that period, and social media posts were shared by multiple agencies throughout the process.
 - A full list of public events and engagement opportunities (with dates) is included below:

Agency Performing	Date	Event Type

¹⁹ Sources: The plan shall be developed in consultation with local transit agencies, the applicable regional transportation planning organization, major employers, and other interested parties. (RCW 70A.15.4020(4))

The local jurisdiction shall invite, as appropriate, representatives of major employers, local transit agencies, the applicable RTPO, business associations and economic development organizations, nonprofit transportation and land use advocacy organizations, pedestrian and bicycle advocacy organizations, public health agencies, tribal governments, and residents, employees and businesses that will be affected by the CTR plan to participate in the development of the local CTR plan.

The state intends for the invited partners to work collaboratively with the local jurisdiction by providing data and plans and discussing opportunities, including new and reprioritized investments and policy changes, to reduce drive-alone commute trips in the jurisdiction and increase transportation access to affected major employer worksites. (WAC 468-63-040(1)(b)(i))

The plan shall include documentation from the local jurisdiction that verifies consultation with employers, transit agencies and others to develop the plan. (WAC 468-63-040(2)(f))

CTR Outreach		
SRTC	3/28/2024	Public Event: STA Open House - Airway Heights Library
SRTC	4/9/2024	Public Event: STA Open House - STA Plaza
SRTC	4/20/2024	Public Event: Spokane Bike Swap
SRTC	5/11/2024	Public Event: Asian Native Hawaiian Pacific Islander Heritage Festival at Riverfront Park
CSNW	5/17/2024	University and College Student Outreach (Spokane Falls Community College, Spokane Community College, Whitworth University, Gonzaga University, Eastern Washington University)
SRTC	6/1/2024	Public Event: Felts Field Neighbor Day
SRTC	6/10/2024	Public Event: Spokane Transit Authority Transit Development Plan Open House
SRTC	6/15/2024	Public Event: Juneteenth Celebration
City of Spokane, SRTC	6/18/2024	Public Event: Summer Parkways
SRTC	6/19/2024	Flyer Distribution: Spokane Public Libraries
SRTC	6/19/2024	Flyer Distribution (Variety of locations)
SRTC	6/22/2024	Public Event: Liberty Lake Farmers Market
CSNW	6/25/2024	Presentation to Neighborhood Community Assembly Pedestrian, Traffic, and Transportation Committee - City of Spokane
SRTC	7/15/2024	Email blast: APA Washington Inland Empire Section
SRTC	7/15/2024	Flyer Distribution (Variety of locations)
SRTC	8/6/2024	Email blast to City of Spokane neighborhood councils, community centers, cultural groups, tribes, WSDOT, Spokane Regional Health District, and other stakeholders around the region. Emails included a promotion of and invitation to the virtual open house.
SRTC, CSNW	8/8/2024	Public Event: STA Plaza Kiosk
City of Spokane, SRTC	8/17/2024	Public Event: Unity in the Community
SRTC, CSNW	8/21/2024	CTR Virtual Open House
Airway Heights	8/23/2024	Public Event: HOA BBQ

SRTC, CSNW, City of Spokane	8/31/2024	Public Event: El Mercado
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In addition to the above listed public events and engagement opportunities, a series of social media posts were made by SRTC and its partner agencies. A list of social media posts and their contents is included in the table below:

Agency Posting CTR Outreach	Date	Platform	Content Posted
SRTC	5/29/2024	NextDoor	CTR general information and survey link
SRTC	5/30/2024	Facebook	CTR general information and survey link
SRTC	5/30/2024	X	CTR general information and survey link
SRTC	5/30/2024	LinkedIn	CTR general information and survey link
SRTC	5/30/2024	Instagram	CTR general information and survey link
City of Spokane	7/11/2024	Constant Contact Monthly Housing Newsletter	CTR general information and survey link
SRTC	7/3/2024	X	CTR general information and survey link, including Spanish language
SRTC	7/3/2024	LinkedIn	CTR general information and survey link, including Spanish language
SRTC	7/3/2024	Instagram	CTR general information and survey link, including Spanish language
SRTC	7/3/2024	Facebook	CTR general information and survey link, including Spanish language
SRTC	7/2/2024	NextDoor	CTR general information and survey link, including Spanish language

- The City of Liberty Lake also attended the Liberty Lake Farmers Market with CTR materials on 8/24/2024. The City posted CTR materials on Facebook and in the Splash Community Newspaper in August and September.

- *What did they have to say?*
 - The regional survey had a list of eight required questions and the results are summarized below:
 - The most selected mode for the survey question that asked respondents to indicate their daily commuting choices was driving alone. For each traditional workday (M-F), approximately half of all respondents indicated that they drive alone. Transit and teleworking were the second and third highest choice respectively, Monday through Friday.
 - Most respondents indicated they do not work Saturday and Sunday. However, among respondents who do work Saturdays and Sundays, driving alone was the most selected response. Transit and walking were the second and third highest choice respectively on both Saturday and Sunday.
 - 78.05% of all respondents indicated that they work full-time (32 or more hours per week).
 - 65.85% of all respondents indicated that they work a traditional five 8-hour day work schedule.
 - When respondents were asked why they use alternative commuting options, they were given a list of reasons and could choose as many as applied. Out of the total responses to the survey question, two stood out: 18.70% of total responses indicated that they use commute options to save money, while 19.60% indicated that they use commute alternatives for environmental and community benefits. The survey question also included an “other” option and an opportunity to provide comments. Public comments are summarized below.
 - When respondents were asked about their barriers to utilizing commute alternatives (and reducing drive alone trips), they were given a list of reasons and could choose as many as applied. Out of the total responses to the survey question, two stood out: 16.93% of respondent answers indicated that riding the bus is either inconvenient or takes too long, while 14.49% said that they liked the convenience of having their car with them. The survey question also included an “other” option and an opportunity to provide comments. Public comments are summarized below.
 - An additional general public comment box (optional) was included at the end of the survey. Public comments are summarized below.
 - The exact numbers, including all options available for each question and all comments, are included in the full public survey output data available (as an excel file) to the State upon request.
 - As part of the regionwide survey, we also received 107 public comments. The common content and themes are discussed below:
 - **Bus Route Frequency/Efficiency:** Numerous respondents commented that they would be more interested in using transit as a commute option if the bus routes were more frequent and more direct to the location they were going. While other citizens commented that the bus routes work nicely for them, numerous respondents who didn’t use transit as a commute option responded with requests for more frequency and efficiency.
 - **Transit Cost:** Respondents often called for reduced fares or entirely free bus trips.
 - **Active Transportation Safety & Connectivity:** Respondents identified several gaps in the region’s active transportation network. This not only makes using these travel modes difficult for commuting, but also unsafe. Other comments voiced demand for safe and reliable places to park bicycles. Improvements to bike lanes, sidewalks, and trails were key points amongst many comments. Driver behavior was mentioned as a significant concern as well.
 - **Transit Availability:** Respondents requested extended transit services to peripheral regions throughout the county, particularly North Spokane, Otis Orchards, and the West Plains.

- Pedestrian Safety: Respondents described unsafe driver behavior, particularly in and around downtown Spokane, which makes walking feel like an unsafe option for commuting.
 - Transit Connection between North Idaho and Spokane: Respondents indicated that they have no reasonable transit options between North Idaho and Spokane.
 - Metro & Light Rail: Respondents wrote that they would be open to a light rail or metro option for their commutes if it was a possibility.
 - Bus Safety: Respondents expressed concern about safety on public transit, citing other passengers' behaviors as being unpredictable and unsafe.
 - Great Transit System: Many respondents touted the quality of Spokane's transit system. They described how it is reliable and meets their needs. Several respondents indicated that STA is their only or primary avenue of travel.
 - Expansion of Teleworking: Respondents indicated that their employers should lean more into teleworking options to reduce roadway congestion and increase employee happiness.
 - Bus Stop Improvements: A respondent wrote that bus stops do not have enough protection from the elements which causes lower ridership.
 - Bicyclist Behavior: One respondent suggested that bicyclist behavior is dangerous for vehicular traffic on major roadways.
 - Parking Garages: A respondent wrote that more parking garages should be built downtown to service the population's needs.
 - Roadway Expansion: Respondents requested lane expansion and roadway improvements because the existing infrastructure cannot support the recent population growth in Spokane.
 - Motorcycle Travel: One respondent indicated that they would prefer that motorcycle travel be better considered in the Commute Trip Reduction Program.
- *How did what they said influence the plan?*

Public comments received by SRTC as part of the regionwide outreach effort were shared among all participating local agencies as well as Spokane Transit Authority.

The City of Liberty Lake recognizes the need for additional transit services identified during the outreach efforts. The City is looking to pay for employee use of public transit in the future and working with STA to bring an additional transit connection within the city limits.

27. Describe vulnerable populations considered.

- During the SRTC-led multi-agency regionwide outreach effort, the following groups and communities were specifically considered:
 - o Racial and Ethnic Minorities: Of the 549,690 total residents approximately 82.9% are white / non-Hispanic. Approximately 17.1% of the of residents identified as mixed-race, nonwhite, or Hispanic. (American Community Survey 2022 1-Year Estimates)
- Low Income: Poverty can be a barrier to efficient transportation. Of the population for whom poverty status is determined, approximately 12.3% live below the official poverty level. For the population ages 18-34, approximately 16.8% live below the poverty level (American Community Survey 2022 5-Year Estimates). Approximately 27.5% of the population for whom poverty status is determined have incomes below 200% the federal poverty level. (ACS 2022 5-Year Estimates).

- In 2022, the median household income in Spokane County was \$69,070, significantly lower than the Washington state and national averages of \$91,306 and \$74,755, respectively (2022 ACS 1-Year Estimate).
- National Origin and Limited English Proficiency: Approximately 7.2% of Spokane County’s population ages 5 years and older speaks a language other than English at home. That value includes approximately 36,763 individuals. Approximately 2.6% of the population ages 5 years and older speaks English “less than very well”. That value includes approximately 13,030 individuals (ACS 2022 5-Year Estimates).
- Spanish, Russian, Ukrainian, and Vietnamese are the most prevalent spoken languages in Spokane county other than English.
- The 2022 American Community Survey 5-Year Estimates indicate that approximately 3.1% of Spokane County Households are Spanish-speaking. Approximately 3% of Spokane County households speak another (non-English) Indo-European language.
- Data from the 2019 American Community Survey indicates more detail: Approximately 3.17% of Spokane County households are Spanish speaking.
 - Of those, approximately 7.5% (or 0.24% of all households) report speaking English “less than very well”.
 - Russian and other Slavic languages are spoken in approximately 1.63% of Spokane County households.
 - Approximately 17.4% of Russian/Slavic speaking households (or 0.28% of all households) report speaking English “less than very well”.
 - Due to large margins of error in the data, the numbers of LEP Spanish and Slavic-language-speaking households are considered statistically equivalent.
 - An important note on engagement with vulnerable populations: While developing the regionwide public survey for the CTR Plan update in collaboration with local agencies, SRTC set a goal to record respondents’ origins and destinations as part of the survey questions. Because it is invasive to ask for specific locations, and because survey respondents seldom know their local census tracts, ZIP codes were used to record generalized origins and destinations.
 - As a result of this, the below information on engagement with vulnerable communities is based on the census tracts that participate in ZIP codes, as well as the in-person lived experience engaging people (for example, at events) as part of the outreach process.

28. Describe engagement focused on vulnerable populations.

- *Who did you talk to?*
 - Low-income communities: Lower income communities are well distributed throughout the Spokane Region. CTR content was promoted, and public engagement was encouraged, throughout communities that host a high proportion of low-income residents. The City of Airway Heights, much of the City of Cheney, East Central Spokane, parts of North Central and Northeastern Spokane, and part of North Spokane Valley all score at least a 9 (out of 10) for socioeconomic vulnerability according to the State of Washington’s Environmental Health Disparities (EHD) Map. Numerous other census tracts throughout the region score either 7 or 8. The regionwide public outreach effort included substantial outreach in lower income communities. The CTR Plan update was discussed and public engagement was encouraged at a variety of public events held in and adjacent to lower income areas. These events included:
 - Multiple events at the downtown Spokane Transit Plaza
 - Juneteenth at the Martin Luther King Jr. Community Center in East Central Spokane
 - Airway Heights Day and the HOA Barbeque in Airway Heights
 - STA Open House at the Airway Heights Library

- ANHPI Heritage Day and Unity in the Community in downtown Spokane
- Spokane Bike Swap at the Spokane County Fairgrounds
- SRTC’s CTR outreach also included outreach to the libraries, who provide numerous services to low-income residents. Spokane County Library District and Spokane Public Libraries both posted fliers at each of their locations that informed readers about CTR and asked them to participate in our regionwide survey.
- Neighborhood council representatives from lower income communities in the City of Spokane were also specifically engaged, including general outreach, CTR public surveys, and invitations to the CTR virtual open house. Informational fliers that directed members of the public to the public survey were distributed at numerous sites in lower income census tracts, including community centers, grocery stores and other businesses, libraries, and recreation centers. University and college students, another important lower income cohort in the Spokane region, were specifically engaged through university outreach performed by Commute Smart Northwest.
- Hispanic/Latino community: According to the 2022 American Community Survey, Spanish is the second most widely spoken language in Washington state (behind English), and it is also the second most widely spoken language in Spokane County. Latinos en Spokane was contacted via phone and email. SRTC also contacted Mujeres in Action (MiA) Spokane and AHANA (Asian, Hispanic, African, and Native American Multi-Ethnic Business Association) via email. Throughout the CTR outreach and public engagement process, SRTC made an effort to engage Spokane’s Hispanic and Latino communities with content in both English and Spanish. SRTC participated at Latinos en Spokane's El Mercadito market with a professional Spanish interpreter. Spanish language fliers and a Spanish language CTR survey – vetted by Spanish-speaking staff with Ardurra – were provided for distribution alongside English materials. Fliers were posted at locations in areas with a significant number of Spanish language speakers, such as downtown Spokane and Airway Heights. Spanish language CTR content was posted to SRTC social media accounts. SRTC also reached out to AHANA (Asian, Hispanic, African, and Native American Multi-Ethnic Business Association), Latinos en Spokane and Mujeres in Action to invite community representatives to the CTR virtual open house, which was held on August 21. The City of Airway Heights is also home to a significant number of Spanish-speakers, and CTR public outreach was conducted at two public events in Airway Heights. SRTC also reached out to organizations that work with refugees, including refugees from Latin America, such as Thrive International, International Rescue Committee (IRC), and World Relief.
- Slavic community: Spokane Slavic Association was contacted via phone and email. Fliers were posted at locations in areas with a significant number of Slavic language speakers, such as the Northeast Community Center and Hillyard Public Library. SRTC also contacted the Spokane Slavic Association to invite community representatives to attend the CTR virtual open house, held on August 21.
- Tribal communities: SRTC and Commute Smart Northwest reached out to both the Kalispel and Spokane Tribes via email to discuss Commute Trip Reduction planning and programming. The tribes were invited to SRTC’s CTR virtual open house. SRTC also reached out to AHANA (Asian, Hispanic, African, and Native American Multi-Ethnic Business Association), the American Indian Community Center in Spokane, and The Native Project to spread the word about the opportunity to provide public input related to CTR and to invite community members to the CTR virtual open house. Fliers were posted at locations that serve members of Spokane County’s tribal communities, such as the Yoke’s Fresh Market and Recreation Center in Airway Heights.
- Asian, Native Hawaiian, Pacific Islander (ANHPI) communities: SRTC participated in the Asian, Native Hawaiian, Pacific Islander (ANHPI) Heritage Day event at Riverfront Park on May 11. Asians for Collective Liberation (ACL) and AHANA (Asian, Hispanic, African, and Native American Multi-Ethnic Business Association) were also contacted via email. Fliers were distributed at locations that serve adjacent communities where >5% of residents are Vietnamese speakers,

such as the Thor/Freya Fred Meyer and Martin Luther King Jr. Community Center in East Central Spokane. SRTC participated in the Juneteenth Celebration at the Martin Luther King Jr. Community Center, located in a neighborhood with >5% Vietnamese speakers. SRTC also contacted ACL and AHANA to invite community members to the CTR virtual open house, held on August 21. Additionally, SRTC reached out to organizations that work with refugees, such as Thrive International, International Rescue Committee (IRC), and World Relief.

- African American community: As described above, SRTC engaged the public regarding CTR at the Juneteenth celebration at the Martin Luther King Community Center in East Central Spokane. Over the summer, additional public outreach materials were distributed at the Martin Luther King Community Center, including fliers and surveys. SRTC reached out to the Carl Maxey Center by phone and email. SRTC also reached out to both community centers to invite participants to the CTR virtual open house. SRTC reached out to the Spokane NAACP via email. The census tract including the City of Airway Heights as well as the adjacent Fairchild Air Force Base also host some of the largest percentage of minority residents in the entire Spokane region. Outreach activities in Airway Heights are described in greater detail above but include both public events and distribution of fliers and surveys.
- Age dependent population: Age dependency describes the youngest and oldest cohorts in a population – those too young or too old to hold a full-time job. Age dependent residents are well distributed throughout the Spokane Region. CTR content was promoted, and public engagement was encouraged, throughout communities that host a high proportion of age dependent residents. As part of the regionwide outreach campaign, SRTC connected with the Southside Community Center, a senior center in the city of Spokane, and distributed fliers and directions to access our public survey. Fliers and CTR materials were also distributed at other community centers around the region that provide resources for seniors. Additionally, SRTC participated in public events in census tracts with a high proportion of age dependent residents, such as the Liberty Lake Farmers Market and Spokane Summer Parkways. Though most college and university students are old enough to not count as age dependent, many are also transitioning to full-time work. University and college students were specifically engaged through outreach to local colleges and universities performed by Commute Smart Northwest.
- Limited-mobility population: As part of its indicators of potential disadvantage (IPDs), SRTC tracks and maps the distribution of households without access to vehicles. Whether due to economic circumstances or by choice, many households in the greater Spokane region have no vehicle available. High concentrations of these households exist near the City of Spokane’s downtown and lower north side. There is also a concentration of homes without vehicle access in far north and northeastern Spokane. The regionwide outreach effort included public events in census tracts with a high proportion of carless households, including multiple events at the downtown Spokane Transit Plaza, Juneteenth at the Martin Luther King Jr. Community Center, ANHPI Heritage Day, and Unity in the Community. SRTC also promoted CTR and engaged the public at the Spokane Bike Swap, an event targeted towards cyclists and other users of active transportation.
- A second indicator that may indicate limited mobility is disability status. As part of its IPDs, SRTC also maps the population living with disabilities. Residents with disabilities are well distributed throughout the Spokane Region. Areas with especially high concentrations include downtown Spokane, parts of Central and East Central Spokane, Northeast Spokane, Airway Heights and the rural West Plains. As part of the regionwide CTR outreach effort, SRTC staffed a table at numerous accessible public events hosted by federal aid recipients, such as the Spokane Bike Swap and STA Open Houses. SRTC and local agencies also engaged the public regarding CTR at events in census tracts with a high proportion of residents living with disability. These include Juneteenth at the Martin Luther King Jr. Community Center, ANHPI Heritage Day, Unity in the Community, and more. A full schedule of SRTC outreach activities is included above.

- All community stakeholders referred to above, as well as all neighborhood council chairs in the City of Spokane, were invited to SRTC's CTR virtual open house.

- *When did you talk to them?*

The regionwide outreach effort began in March and ran through the first week of September.

- A full list of public events and engagement opportunities (with dates) is included above as part of question 26.
- Remarks on targeted outreach to vulnerable communities are also included above as part of question 28a.

- *What did they have to say?*

- Please see the above note (question 27) regarding the use of ZIP code data and outreach to vulnerable populations using the public survey.
- A survey respondent from the Hispanic community indicated that there is a need for improved road signage for bicycles.
- Survey respondents from areas with high proportions of limited-English, age-dependent, low-income, minority, and low-vehicle ownership communities called for increased frequency and expansion of bus routes to allow for a more economical and environmentally friendly commute. As part of these comments, light-rail was identified as a solution by a handful of respondents.
- Respondents from low-income and minority communities identified childcare as a concern when using transit options. Respondents also indicated a vehicle is needed in case of emergencies. Similar concerns were shared about using low-frequency transit routes with children.
- Multiple survey respondents from low-income communities identified that there is a lack of safe bicycle routes in their neighborhoods and/or along their commute routes. This is primarily in the Spokane area and not Liberty Lake, as Liberty Lake has many bike and pedestrian trails and sidewalks.
- Some survey respondents from limited-English proficiency communities commented that they prefer using transit to not have to deal with vehicle traffic.
- Several survey respondents from ZIP Codes which contain census tracts with elevated concentrations of more than one vulnerability metric identified cost as a barrier to using the transit system. Many respondents called for free or reduced fares on the buses.
- Several survey respondents from ZIP Codes which contain census tracts with elevated concentrations of more than one vulnerability metric indicated that STA is their only way of getting around, and that they do not own a vehicle. (Note: These responses primarily came from City of Spokane ZIP Codes.)
- The 99202 ZIP Code (which is not in Liberty Lake but may impact Liberty Lake through travel and business) includes census tracts with elevated concentrations of low-vehicle ownership households and people with disabilities. The area also includes elevated concentrations of low-income, age-dependent, limited-English proficiency, and racial or ethnic minority communities. Survey respondents from the 99202 ZIP code provided the following comments:
 - o A respondent requested roadway improvements and expansion to accommodate higher vehicle traffic. They claimed that pushing the population to transit and active transportation does not make sense for a city the size of Spokane.
- Respondents requested a more built-out bicycle and active transportation network which connects them to downtown and the West Plains region.
- Respondents identified a lack of nearby transit stops, making the bus a more difficult and less accessible commute mode.

- Respondents requested more direct and frequent transit routes.
 - Respondents identified childcare as a barrier to using alternative commute options.
 - The 99207 ZIP Code (which is not in Liberty Lake but may impact Liberty Lake through travel and business) includes multiple census tracts with elevated concentrations of households with low-vehicle ownership, people with low-incomes, and people with disabilities. The area also includes tracts with elevated concentrations of people with limited-English proficiency as well as racial and ethnic minorities. Survey respondents from the 99207 ZIP code provided the following comments:
 - o Respondents requested more frequent and direct bus routes.
 - A respondent indicated that they would bike to work if bike trails/paths were improved.
 - Respondents indicated that they would be more inclined to use transit if the buses themselves were cleaner, free of bugs, and safer (from other passengers whose demeanor was deemed threatening).
 - A respondent commented that they cannot use transit due to varying work locations and hours.
 - Respondents indicated that the active transportation network has gaps which make it difficult to walk safely as a commute option.
- *How did what they said influence the plan?*
 - Vulnerable population feedback was considered when developing solutions to cross-border and regionwide transportation barriers, including barriers related to commute alternatives.
 - Transit oriented development would significantly benefit most of these vulnerable populations, and as such is cited as useful strategy.
 - The feedback from vulnerable communities also identified other barriers to commuting alternatives. These are detailed above but include childcare and ADA accessibility.
 - Overall, most of the responses to the regionwide public survey called for continued improvements to the transit system.
 - Feedback from the regionwide public survey is also being used to inform the development of SRTC's metropolitan transportation plan update, Horizon 2050, to be completed in 2025.
 - To help ensure an effective approach across all jurisdictions participating in CTR, the regionwide survey data and comments received throughout the public engagement process were shared by SRTC and Commute Smart Northwest as well as participating local agencies and Spokane Transit.

29. List employers' suggestions to make CTR more effective.²⁰

Supplemental questions were asked in the CTR worksite survey with over 1,600 responses. The following were commonalities that would help encourage employees to use commute options:

- Increase opportunities to telework
- Providing flexible schedules
- Providing a guaranteed ride home for emergencies when using a commute option
- Provide bus/vanpool subsidies
- Employer shuttle access
- Better bus service with more frequent bus routes
- Incentives for carpooling, bicycling and walking
- Ridematching assistance/help finding a carpool partner or joining a vanpool
- Secure bike parking, showers and lockers

²⁰ Source: *The state intends for the plan to be a mechanism through which employers can describe what policy changes, services and support they need to make their CTR programs more effective. (WAC 468-63-040(2)(a))*

- Dedicated parking for carpools and vanpools
- Safer bike infrastructure
- Employer shuttle access/bus is too far away

Upon request, Commute Smart Northwest can provide a spreadsheet with a complete list of questions and answers from each CTR affected employer in Liberty Lake.

30. Describe results of engagement focused on vulnerable populations that will be provided for use in comprehensive plan and transit plan updates.

It is noted that outreach was performed at the Liberty Lake Farmer's Markets. One of the main targets of outreach and that event is the elderly population, as noted in question 28(a). Results of this, as well as the survey data from SRTC will be analyzed when the City of Liberty Lake is completing the 2046 comprehensive plan update.

Regional transportation planning organization CTR plan review

RTPO comments

SRTC reviewed this document and determined it to be consistent with the region's CTR Plan as well as other regional planning documents.