



Memorandum

Date: 4/15/2025
Meeting of: City Council

File No. AM No. 25-053
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Planning and Community Development	Carol Helland	425-556-2107
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DEPARTMENT STAFF:

Planning and Community Development	Seraphie Allen	Deputy Director
Planning and Community Development	Michael Hintze	Transportation Planning Manager
Planning and Community Development	Kim Keeling	Program Administrator

TITLE:

Approval of the Redmond Commute Trip Reduction Four-Year Plan Update: 2025-2029

OVERVIEW STATEMENT:

The City receives grant funding from the Washington State Department of Transportation (WSDOT) to implement and maintain a Commute Trip Reduction (CTR) plan. The plan supports CTR-affected employers by providing education, resources, guidance, and other commuter services. Refer to Attachment A - Redmond Commute Trip Reduction Four-Year Plan Update: 2025-2029, for additional program information.

The request is for Council to approve the attached plan update on the April 15, 2025, Consent Agenda. Refer to Attachment A - Redmond Commute Trip Reduction Four-Year Plan Update: 2025-2029. Funding from WSDOT is based on the number of worksites that survey during a biennium. Staff will return later this year for approval of the agreement to receive the funding once WSDOT has determined the 2025-2027 CTR grant funding amount.

☒ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ Receive Information ☐ Provide Direction ☒ Approve

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Comprehensive Plan
TR-5: Meet the travel needs of all modes on the transportation network
TR-18 Use TDM techniques to achieve efficient use of transportation infrastructure, increase the person-carrying

capacity, accommodate, and facilitate future growth, and achieve Redmond's land use objectives by:

- Requiring large employers to implement a Commute Trip Reduction Program for employees, as mandated by the State Commute Trip Reduction Act
- Implementing TDM strategies that emphasize incentives rather than disincentives and avoiding the imposition of disincentives to single-occupant vehicle travel when the City determines that there is an absence of reasonable transportation alternatives

Environmental Sustainability Action Plan (ESAP)

- **T1:** Increase the equitable use of non-SOV modes of transportation, such as biking, walking, and public transit
 - **T1.8:** Increase new mobility options
 - **T1.11:** Comprehensive transportation outreach and education
- **Required:**
RCW 70.94.521-551 Commute Trip Reduction Law
RCW 70A.15 Washington Clean Air Act
 - **Council Request:**
N/A
 - **Other Key Facts:**
N/A

OUTCOMES:

Continued implementation of the CTR law supports a reduction in commute drive-alone rates and the City's vision to encourage and promote other modes of travel, including transit, biking, walking, and carpooling. Reduction in vehicle miles traveled and greenhouse gas reductions also meets the goals of the Environmental Sustainability Action Plan.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:

N/A

Approved in current biennial budget:

☐ Yes

☐ No

☒ N/A

Budget Offer Number:

0000310 - Mobility of People and Goods

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Budget Priority :
Vibrant and Connected

Other budget impacts or additional costs: ☐ Yes ☐ No ☒ N/A

If yes, explain: N/A

Funding source(s):
N/A

Budget/Funding Constraints:
N/A

☐ Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
11/21/2023	Business Meeting	Approve
4/1/2025	Committee of the Whole - Planning and Public Works	Approve

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action

Time Constraints:

The approved plans are due to the State no later than June 30, 2025. Timely adoption of the plan is necessary to receive future funds for the 2025-2027 biennium to enable the City to proceed with the CTR Plan implementation and administration.

ANTICIPATED RESULT IF NOT APPROVED:

The state CTR Efficiency Act requires that Redmond proceed with implementation. Failure to approve the plan would render the City out of compliance and could result in a lack of future grant funds for the 2025-2027 biennium. A loss of grant funding would discontinue the administration and implementation of CTR and TDM programs and Redmond would be out of compliance with CTR law. No other funds have been budgeted by the City to support compliance with the state law.

ATTACHMENTS:

Attachment A. Redmond Commute Trip Reduction Four-Year Plan Update: 2025-2029