



**MEMO TO:** Members of the City Council

**FROM:** Mayor John Marchione

**DATE:** December 3, 2019

**SUBJECT:** **Approval of the 2019-2023 Washington State Department of Transportation (WSDOT) Transportation Demand Management (TDM) and Commute Trip Reduction (CTR) Implementation Agreement**

**I. RECOMMENDED ACTION**

Authorize the Mayor to execute an agreement with WSDOT to receive \$388,690 in State funds to administer the CTR law and TDM services through June 30, 2023.

**II. DEPARTMENT CONTACTS**

Erika Vandenbrande, Director	425-556-2457
Carol Helland, Deputy Director	425-556-2107
Don Cairns, PE, Manager	425-556-2834
Kim Keeling, Transportation Programs Administrator	425-556-2451
<i>Planning and Community Development</i>	

**III. DESCRIPTION/BACKGROUND**

This agreement with WSDOT would provide the City of Redmond with \$388,690 between July 1, 2019, and June 30, 2023, to administer the CTR law and TDM services in Redmond. Funding of \$194,345 has been appropriated by the Washington State Legislature for the Project in the 2019-2021 biennium. Projected funds of \$194,345 are subject to appropriation by the Washington State Legislature, once appropriated, funds will be added to this agreement by written amendment. A portion of these funds were included in the City's 2019-2020 budget. The remaining portion of the funds will be included in the 2021-2022 and 2023-2024 budget proposals.

The State of Washington provides Technical Assistance Grants to CTR-affected counties and cities to reimburse expenses associated with employee plan review, commute planning and assistance, data collection, employee promotions in support of the CTR law and TDM services.

The City of Redmond is required to implement the Commute Trip Reduction Efficiency Act. The law requires each "major employer" (i.e., an employer with over 100 employees

who arrive between 6 a.m. and 9 a.m.) in cities located in a county whose population is at least 150,000 develops and implements a Commute Trip Reduction plan.

There are currently 48 major worksites located within the City. A worksite is a building or cluster with 100 or more employees in a single company. A company may have more than one worksite. The citywide Drive Alone Rate (DAR) for these Redmond employers for the 2017-2018 cycle was 63.9 percent, a decrease from the 2007-2008 DAR of 69.1 percent. This shows that more employees are choosing alternatives to driving alone even while our employment-population has grown over this same time period.

#### **IV. PREVIOUS DISCUSSIONS HELD**

Council previously reviewed this agreement as part of the approved 2019-2020 Infrastructure budget offer. This agreement was highlighted at the Planning and Public Works Committee of the Whole on November 12, 2019.

#### **V. IMPACT**

##### **A. Service/Delivery:**

Approval of this agreement will bring State funds of \$388,690 to the City for the period from July 1, 2019 through June 30, 2023 for administration of the CTR law and TDM services.

##### **B. Fiscal Note:**

No other funds have been budgeted by the City to support compliance with the state law. The funds are used to ensure employer compliance with the CTR law and to provide services and incentives to help employers comply.

#### **VI. ALTERNATIVES TO STAFF RECOMMENDATION**

- A. Approve CTR Interlocal Agreement.** This proposed interlocal agreement was developed to meet the needs of King County Metro and 20 CTR affected cities. Amendments to this agreement should be undertaken only if significant changes are needed, as a continuing discussion of amendments will delay Redmond's ability to receive state CTR funds and implement the state law.
- B. Do not approve CTR Interlocal Agreement.** The State CTR Act requires that Redmond proceed with administration. Failure to approve the interlocal agreement will result in a lack of funds to support compliance and impact our ability to comply with the State requirements.

**VII. TIME CONSTRAINTS**

These funds were approved as part of the City's 2019-2020 budget. For the portion of funds that extend through June 2023, the amount will be included in 2021-2022 and 2023-2024 budget proposals. Timely adoption of this interlocal agreement is necessary to receive funds to enable the City to proceed.

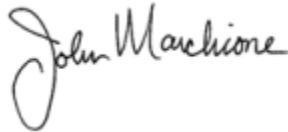
**VIII. LIST OF ATTACHMENTS**

**Attachment A:** Transportation Demand Management Implementation Agreement and Scope of Work



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**Erika Vandenbrande, Director of Planning and Community Development**



Approved for Agenda \_\_\_\_\_

**John Marchione, Mayor**