

**CITY COUNCIL REGULAR SESSION**

Ordinance 1) authorizing execution of a four-year interlocal agreement (and supplements if necessary) with the Washington State Department of Transportation (WSDOT) to accept up to \$409,892 of state funds to support the City's Commute Trip Reduction (CTR) program; 2) amending the 2019-2020 Operating Grants, Donations and Special Reserves Fund to increase the appropriation by \$204,946; and, 3) authorizing execution of an interlocal agreement (and supplements if necessary) with King County Metro (KCM) in an amount up to \$240,184 for CTR services at CTR-affected employer worksites and at Transportation Management Program (TMP)-affected building sites.

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**EXECUTIVE SUMMARY**

This Ordinance authorizes an agreement with WSDOT to accept state funding for the City's CTR program, and contract with KCM for services to assist employers and property managers with their trip reduction programs. This action is one of two actions on tonight's consent calendar related to the City's Transportation Demand Management (TDM) program, and the Commute Trip Reduction program that is required by state law and City code. The other TDM action on tonight's consent calendar (under separate cover) is for voluntary activities for smaller employers, property managers and individuals that are not directly affected by the CTR program and activities.

**RECOMMENDATION**

Move to adopt Ordinance No. 6477

If approved, effective date: 10/17/2019

**BACKGROUND/ANALYSIS**

The regulatory framework for CTR involves two facets. One facet is state requirements (implemented through BCC 14.40) for CTR at large employer worksites (100 or more employees commuting in the 6:00 a.m. to 9:00 a.m. peak period). There are currently 58 worksites in Bellevue with nearly 40,000 employees affected by these requirements.

The other facet is City requirements (specified in BCC 14.60.070) for implementation of TMPs at large real estate developments. There are currently 65 buildings in Bellevue with TMP agreements on file. The CTR and TMP requirements have significant elements in common and some overlap of population (City-wide, approximately 26,000 employees work for a CTR employer located in a TMP building). However, nearly 16,000 employees located in TMP buildings work for small employers not affected by CTR regulations. The action requested of Council concerns supporting and monitoring compliance with both types of requirements.

Additional background about CTR and TMP requirements is included in Attachment A.

The CTR and TMP activities are two elements of the City's 2015-2023 TDM Plan completed in 2015, which incorporates City TDM-related goals, plans and strategies into a single coordinated document. Since the start of CTR regulations in 1993, affected sites in Bellevue have demonstrated a significant decline in drive-alone rate, from 74.3 percent in 1993 to 61.1 percent in 2018. Vehicle miles traveled (measured across all commuters, including those using non-drive-alone modes) have decreased moderately from 11.4 miles per employee (one-way) in 2008, when measurement began, to 9.9 miles in 2018. For TMP buildings, analysis of available data (done in conjunction with the TMP code revision in 2017) shows a decline of 0.9 percent each year in the rate of drive-alone commuting to the buildings. This rate of reduction is similar to what is seen at CTR-affected worksites and is better than overall measures of change in downtown (as measured by US Census and Bellevue mode share surveys).

### **WSDOT Agreement for CTR Funding**

Current CTR funding allocations to jurisdictions are based on the CTR Program Funding Allocation Policy adopted in December 2008 by the state CTR Board (now called the CTR Executive Committee). This policy provides funds on a per-worksites basis to support the costs of required program activities, as well as to help jurisdictions meet the goals in their CTR plans. There are currently 58 CTR worksites in Bellevue.

The state is awarding two years of funding at the start of the 2019-2021 biennium as part of a four-year Implementation Agreement. This funding reflects total funding appropriated by the Washington State Legislature for biennium. It is projected that the same funding allocation will be available for the 2021-2023 biennium. These projected funds are subject to appropriation by the Washington State Legislature; once appropriated, funds will be added to this agreement by written amendment signed by both parties.

The previous CTR implementation agreement with the state was adopted by Council on September 5, 2017 (Ordinance No. 6370).

## **POLICY & FISCAL IMPACTS**

### **Policy Impact**

Bellevue City Code

BCC 14.40 codifies the City's Commute Trip Reduction regulations as adopted by Ordinance No. 5795 (March 2008), which amended the City's CTR regulations as required by the State CTR Act of 1991, later amended in 2006.

BCC14.60.070 specifies the City's Transportation Management Program regulations for large buildings, as adopted by Ordinance No. 4822 (1995) and amended by Ordinance No. 6380 (2017).

### **Fiscal Impact**

This Ordinance will allow the City to enter into two new CTR agreements, one with WSDOT and one with KCM. The following provides the fiscal impacts associated with each agreement:

#### WSDOT Agreement

The agreement with WSDOT is for a four-year term (July 2019 through June 2023) for Bellevue to receive its proportionate share of state technical assistance funding, on a reimbursable basis, for

commute trip reduction activities totaling approximately \$409,892. The first two years of funding totaling \$204,946 has been approved by the State Legislature, with no City match requirement. The remaining two years of funding is contingent upon the State’s future budget appropriations. This action will increase the City’s 2019-2020 Operating Grants, Donations and Special Reserves Fund budget and appropriation by \$204,946.

KCM Agreement

The agreement with KCM obligates the City to pay KCM up to \$240,184 for services described above, to be conducted during the first two years of the agreement with WSDOT (July 2019 through June 2021). Sufficient funds exist in the 2019-2020 budget to fully fund this agreement. If costs extend past 2020, staff will request budget through the 2021-2022 budget process.

Service Provided	Amount	Funding Source
Support and monitoring at CTR-affected employer worksites	\$204,946	WSDOT CTR (tonight’s agreement)
Support and monitoring at TMP-affected building sites	\$28,238	Transportation Operating Budget
Special Projects relating to CTR-affected employer worksites and TMP-affected building sites	\$7,000	Transportation Operating Budget
<b>Total KCM Agreement</b>	<b>\$240,184</b>	

**OPTIONS**

1. Adopt the Ordinance 1) authorizing execution of a four-year interlocal agreement (and supplements if necessary) with the Washington State Department of Transportation (WSDOT) to accept up to \$409,892 of state funds to support the City’s Commute Trip Reduction (CTR) program; 2) amending the 2019-2020 Operating Grants, Donations and Special Reserves Fund to increase the appropriation by \$204,946; and, 3) authorizing execution of an interlocal agreement (and supplements if necessary) with King County Metro (KCM) in an amount up to \$240,184 for CTR services at CTR-affected employer worksites and at Transportation Management Program (TMP)-affected building sites.
2. Do not adopt the Ordinance and provide alternative direction to staff.

**ATTACHMENTS & AVAILABLE DOCUMENTS**

Proposed Ordinance No. 6477

**AVAILABLE IN COUNCIL LIBRARY**

Additional Background on Commute Trip Reduction Requirements  
 Transportation Demand Management Implementation Agreement with WSDOT Commute Trip Reduction Implementation Agreement between King County Metro Transit and the City of Bellevue