



SEATTLE CITY COUNCIL

Transportation Committee

Agenda

Tuesday, June 3, 2025

9:30 AM

Council Chamber, City Hall
600 Fourth Avenue
Seattle, WA 98104

Rob Saka, Chair
Joy Hollingsworth, Vice-Chair
Robert Kettle, Member
Alexis Mercedes Rinck, Member
Dan Strauss, Member

Chair Info: 206-684-8801; Rob.Saka@seattle.gov

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Council Chamber Listen Line: 206-684-8566

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SEATTLE CITY COUNCIL

Transportation Committee

Agenda

June 3, 2025 - 9:30 AM

Meeting Location:

Council Chamber, City Hall, 600 Fourth Avenue, Seattle, WA 98104

Committee Website:

<https://www.seattle.gov/council/committees/transportation-x154110>

This meeting also constitutes a meeting of the City Council, provided that the meeting shall be conducted as a committee meeting under the Council Rules and Procedures, and Council action shall be limited to committee business.

Members of the public may register for remote or in-person Public Comment to address the Council. Details on how to provide Public Comment are listed below:

Remote Public Comment - Register online to speak during the Public Comment period at the meeting at

<https://www.seattle.gov/council/committees/public-comment>

Online registration to speak will begin one hour before the meeting start time, and registration will end at the conclusion of the Public Comment period during the meeting. Speakers must be registered in order to be recognized by the Chair.

In-Person Public Comment - Register to speak on the Public Comment sign-up sheet located inside Council Chambers at least 15 minutes prior to the meeting start time. Registration will end at the conclusion of the Public Comment period during the meeting. Speakers must be registered in order to be recognized by the Chair.

Pursuant to Council Rule VI.C.10, members of the public providing public comment in Chambers will be broadcast via Seattle Channel.

Please submit written comments to all Councilmembers four hours prior to the meeting at Council@seattle.gov or at Seattle City Hall, Attn: Council Public Comment, 600 4th Ave., Floor 2, Seattle, WA 98104.

Please Note: Times listed are estimated

A. Call To Order

B. Approval of the Agenda

C. Public Comment

D. Items of Business

1. [Appt 03167](#) **Appointment of Kyle Nolan as member, Transportation Levy Oversight Committee, for a term to December 31, 2028.**

Attachments: [Appointment Packet](#)

Briefing, Discussion, and Possible Vote

Presenters: Katie Olsen and Eleen Trang, Seattle Department of Transportation (SDOT)

2. [Appt 03171](#) **Appointment of Lynda Firey Oldroyd as member, Transportation Levy Oversight Committee, for a term to December 31, 2028.**

Attachments: [Appointment Packet](#)

Briefing, Discussion, and Possible Vote

Presenters: Katie Olsen and Eleen Trang, Seattle Department of Transportation (SDOT)

3. [Appt 03173](#) **Appointment of Lisa Bogardus as member, Transportation Levy Oversight Committee, for a term to December 31, 2028.**

Attachments: [Appointment Packet](#)

Briefing, Discussion, and Possible Vote

Presenters: Katie Olson and Eleen Trang, Seattle Department of Transportation (SDOT)

4. [Appt 03174](#) **Appointment of Lucy Carter Sloman as member, Transportation Levy Oversight Committee, for a term to December 31, 2028.**

Attachments: [Appointment Packet](#)

Briefing, Discussion, and Possible Vote

Presenters: Katie Olson and Eleen Trang, Seattle Department of Transportation (SDOT)

5. [CB 120984](#) **AN ORDINANCE relating to Seattle’s Commute Trip Reduction (CTR) program; adopting an updated CTR Plan; updating references to state law; and amending Sections 25.02.020, 25.02.030, 25.02.040, 25.02.050, 25.02.090, and 25.02.100 of the Seattle Municipal Code.**

Attachments: [Att A - City of Seattle Commute Trip Reduction Four Year Plan Update - 2025 – 2029](#)

Supporting Documents: [Summary and Fiscal Note](#)
[Presentation](#)
[Central Staff Memo](#)

Briefing, Discussion, and Possible Vote

Presenters: Candida Lorenzana, Matthew Trecha, and Stefan Winkler, Seattle Department of Transportation (SDOT)

6. [CB 120989](#) **AN ORDINANCE** relating to the Seattle Department of Transportation; authorizing the Director of Transportation to execute and record a Leasehold Deed of Trust reflecting Cultural Space Agency's leasehold estate rights created through the agreement it executed with the City of Seattle as authorized under Ordinance 126916; and ratifying and confirming certain prior acts.

Attachments: [Att A - Cultural Space Agency Leasehold Deed of Trust](#)

Supporting

Documents: [Summary and Fiscal Note](#)

[Summary Att A - King Street Station Area Map](#)
[Presentation](#)

Briefing and Discussion

Presenters: Bill LaBorde, Seattle Department of Transportation (SDOT); Ubax Gardheere, Cultural Space Agency PDA

E. Adjournment



Legislation Text


File #: Appt 03167, **Version:** 1

Appointment of Kyle Nolan as member, Transportation Levy Oversight Committee, for a term to December 31, 2028.

The Appointment Packet is provided as an attachment.



City of Seattle Boards & Commissions Notice of Appointment

Appointee Name: Kyle Nolan		
Board/Commission Name: Transportation Levy Oversight Committee		Position Title: Member
<input checked="" type="checkbox"/> Appointment OR <input type="checkbox"/> Reappointment		City Council Confirmation required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Appointing Authority: <input checked="" type="checkbox"/> City Council <input type="checkbox"/> Mayor <input type="checkbox"/> Other: Fill in appointing authority		Term of Position: * 1/1/2025 to 12/31/2028 <input type="checkbox"/> Serving remaining term of a vacant position
Residential Neighborhood: Queen Anne	Zip Code: 98019	Contact Phone No.: [REDACTED]
Background: I want to serve on the Levy Oversight Committee because I want to ensure that the homeowners and residents of the city see the results of the funding they approved last year. I believe that public trust is one of the biggest roadblocks to accelerating the development of a transportation system fit for a world of rising global temperatures. In short, it's important to me that people are shown they got what they paid for. Kyle was selected for appointment by Councilmember Robert Kettle (District 7).		
Authorizing Signature (original signature):  Date Signed (appointed): 5/12/2025		Appointing Signatory: Rob Saka Councilmember

*Term begin and end date is fixed and tied to the position and not the appointment date.

Kyle Nolan

Education

Gonzaga University, Spokane, WA

Graduated May 2022 | GPA 3.73

Bachelor of Science, Civil Engineering (Minor in Applied Mathematics)

Engineering Experience

Design Engineer

CM Design Group | Seattle, WA

August 2023 – Current

- Produces PS&E packages for various public works projects, including road overlays and ADA ramp upgrades.
- Utilizes Civil3D to design ADA ramps, curb bulb-outs, bus stops, protected bike lanes, and drainage facilities.
- Works to ensure timely delivery of design submittals and prompt response to comments from municipalities.
- Assists SDOT's Project Delivery and Development group with the design of transportation improvements.

Engineering Designer

AKS Engineering and Forestry | Vancouver, WA

August 2022 – July 2023

- Produced construction documents for residential developments that aligned with city, county, and state standards
- Utilized WWHM and HydroCAD to design various drainage facilities, including ponds and infiltration trenches
- Completed jurisdictional submittals given the comments and concerns of municipalities
- Designed and coordinated the submittal of 30% plans for a WSDOT highway intersection

Research Assistant

GU Environmental Engineering Lab | Spokane, WA

June 2021 – May 2022

- Organized and completed laboratory tests to optimize water treatment processes
- Fit water treatment data with existing models to predict full scale performance
- Performed literature reviews to inform the design of laboratory tests
- Contributed graphical and written analysis of laboratory data to a peer-reviewed publications

Senior Design Project: Gonzaga University Transportation Master Plan

Gonzaga University | Spokane, WA

August 2021-May 2022

- Worked along side transportation engineers to conduct studies and produce analysis on how to reduce emissions from single occupancy vehicle trips
- Met with stakeholders to ensure all community voices are incorporated
- Assessed the feasibility of various potential designs for new transportation facilities around Gonzaga

ASCE Vice President

Gonzaga University | Spokane, WA

January 2021 – December 2021

- Facilitated Gonzaga's involvement in the concrete canoe competition
- Communicated with engineering firms regarding presentations to the GU ASCE chapter
- Organized monthly events for chapter members

Software Proficiencies

- AutoCAD Civil 3D
- Western Washington Hydraulic Model (WWHM)
- HydroCAD
- Microsoft Excel

Transportation Levy Oversight Committee

19 Members: Pursuant to *Ordinance 127053*, all appointed members are subject to City Council confirmation, 4-year terms, except for the Get Engaged Member who will serve a 1-year term pursuant to SMC 3.51.

- **7** City Council-appointed
- **6** Mayor-appointed (includes 1 Get Engaged position)
- **1** Chair of City Council's Transportation Committee - Ordinance
- **1** City Budget Director - Ordinance
- **1** Seattle Pedestrian Advisory Board
- **1** Seattle Bicycle Advisory Board
- **1** Seattle Transit Advisory Board
- **1** Seattle Freight Advisory Board

Roster:

*D	**G	RD	Position No.	Position Title	Name	Term Begin Date	Term End Date	Term #	Appointed By
			1.	Chair of CC's Transportation Committee	Rob Saka	N/A	N/A		Ordinance
			2.	City Budget Director	Dan Eder	N/A	N/A		Ordinance
6	M	5	3.	Ex-Officio Member	Wes Mills	N/A	N/A		Seattle Pedestrian Advisory Board
6	F	7	4.	Ex-Officio Member	Donna McBain Evans	N/A	N/A		Seattle Bicycle Advisory Board
6	M	7	5.	Ex-Officio Member	Zachary Burton	N/A	N/A		Seattle Transit Advisory Board
6	F		6.	Ex-Officio Member	Geri Poor	N/A	N/A		Seattle Freight Advisory Board
6	M	4	7.	Get Engaged Member	Leonard Harrison Jerome	01/01/25	8/31/25	1	Mayor
6	M	2	8.	Member	Jack Brand	01/01/25	12/31/28	1	Mayor
6	F	3	9.	Member	Alex Hudson	01/01/25	12/31/28	1	Mayor
6	M	6	10	Member	Chase Kitchen	01/01/25	12/31/28	1	Mayor
2	M	5	11.	Member	Kaid Ni Ray-Tipton	01/01/25	12/31/28	1	Mayor
2	F	2	12.	Member	Nafiso D. Samatar	01/01/25	12/31/28	1	Mayor
6	M	1	13.	Member	Steven C. Pumphrey	01/01/25	12/31/28	1	City Council
	F	2	14.	Member	Lynda Firey Oldroyd	01/01/25	12/31/28	1	City Council
3	M	3	15.	Member	Tyler J. Vasquez	01/01/25	12/31/28	1	City Council
			16.	Member		01/01/25	12/31/28		City Council

6	M	5	17.	Member	Jack Edson Whisner	01/01/25	12/31/28	1	City Council
			18.	Member		01/01/25	12/31/28		City Council
6	M	7	19.	Member	Kyle Nolan	01/01/25	12/31/28	1	City Council

SELF-IDENTIFIED DIVERSITY CHART					(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
	Male	Female	Transgender	NB/ O/ U	Asian	Black/ African American	Hispanic/ Latino	American Indian/ Alaska Native	Other	Caucasian/ Non- Hispanic	Pacific Islander	Middle Eastern	Multiracial
Mayor	4	2				2				4			
Council	4	1					1			3			
Other	2	2								4			
Total	10	5				2	1			11			

Key:

***D** List the corresponding *Diversity Chart* number (1 through 9)

****G** List *gender*, **M**= Male, **F**= Female, **T**= Transgender, **NB**= Non-Binary **O**= Other **U**= Unknown

RD Residential Council District number 1 through 7 or N/A

Diversity information is self-identified and is voluntary.



Legislation Text


File #: Appt 03171, **Version:** 1

Appointment of Lynda Firey Oldroyd as member, Transportation Levy Oversight Committee, for a term to December 31, 2028.

The Appointment Packet is provided as an attachment.



City of Seattle Boards & Commissions Notice of Appointment

Appointee Name: <i>Lynda Firey Oldroyd</i>		
Board/Commission Name: <i>Transportation Levy Oversight Committee</i>		Position Title: <i>Member</i>
<input checked="" type="checkbox"/> Appointment OR <input type="checkbox"/> Reappointment		City Council Confirmation required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Appointing Authority: <input checked="" type="checkbox"/> City Council <input type="checkbox"/> Mayor <input type="checkbox"/> Other: <i>Fill in appointing authority</i>		Term of Position: * 1/1/2025 to 12/31/2028 <input type="checkbox"/> <i>Serving remaining term of a vacant position</i>
Residential Neighborhood: <i>South Rainier Beach</i>	Zip Code: <i>98118</i>	Contact Phone No.: [REDACTED]
Background: <i>I am interested in serving on the Transportation Levy Oversight Committee because of my passion for traffic safety in Seattle. As background, I co-founded the Rainier Ave S Traffic Safety Alliance to raise awareness of the traffic safety issues on Rainier Ave S and to create solutions.</i> <i>Lynda was selected for appointment by Councilmember Mark Solomon (District 2).</i>		
Authorizing Signature (original signature):  Date Signed (appointed): 5/12/2025		Appointing Signatory: <i>Rob Saka</i> <i>Councilmember</i>

*Term begin and end date is fixed and tied to the position and not the appointment date.

Professional Profile

World-class Consumer insight and strategy leader with extraordinary track record of impact, innovation and experience in consumer, brand and retail insights. Outstanding coach, creative problem solver and extraordinarily positive spirit.

Played an instrumental in Pepsi's evolution from soft drink company to total beverage company; Taco Bell's turnaround; Nordstrom's remaining relevant and vibrant in a challenging retail environment; and Starbucks' continued progress in both food and beverage growth. Currently broadening my experience and contributions in civic oriented initiatives.

Experience and Accomplishments

Rainier Avenue South Traffic Safety Alliance: April 2024 – Present. Co-founded the alliance to reduce the number of serious accidents on Rainier Ave South.

SDOT has verified that the average speed on Rainier Ave S is 40 MPH (25 MPH limit) and has identified 15 specific initiatives for Rainier Ave S, that they are in the process of addressing by year end.

The South precinct has ascertained periodic traffic enforcement for the street, resulting in a significant number of tickets per engagement.

WSU Extension Master Gardener: January 2025 – Present. Provide relevant, unbiased, research based horticulture and environmental stewardship.

I am personally focused on improving the aesthetics of the neighborhood; growing food for those who are food insecure; and building community through gardening.

Consumer Insight and Strategy Consultant: November 2022 – Present. Work with a range of clients on customer and brand oriented business issues, like brand positioning, consumer segmentation, growth opportunities and new product development.

Recently worked with a veteran oriented coffee company to expand its' portfolio and significantly expand its' future growth prospects.

Topgolf: Chief Customer Officer: February 2018 – October 2022. Led consumer insights and strategy for the Topgolf brand, focusing on making the customer journey as frictionless as possible.

Championed a cross-functional and more structured approach to inventory management, which led to the first consistent comparable sales increases for the business.

Helped the brand navigate through the full closure and systematic reopening of 57+ venues during COVID.

Starbucks: Senior Director Consumer Insights: April 2016 – April 2017 Led global consumer insights team

in support of product development, innovation, positioning and communications.

Reengineered Starbucks Reward product related customer analytics to focus on metrics and dashboards rather than complex analyses, resulting in massive productivity gains (1 ½ annual headcount), increased speed (from 6 months to 2 weeks) and enhanced insights.

Identified low hanging demographic growth opportunity, reflecting +3PP in comp sales.

Oversaw a broad based Millennial initiative that contributed to the reframing of the marketing strategy.

Nordstrom: Senior Director/VP Consumer Research: August 2006 – April 2016 Created and led the Consumer Research team, a new area to the organization. Identified the key business needs; resources required to address them, optimal structure and organizational integration.

Led the Off-Price Market Opportunity Study that drove a new strategic direction, resulting in 15.1% CAGR in off-price \$ from 2008 to 2015.

Initiated the Rewards Conjoint Study that led to tiered rewards and significant growth for Nordstrom. Membership increased 2X and member spend increased from 3X+ non-member spend between 2006 and 2016.

Led innovation and development research, which resulted in significant growth from initiatives like Weddings, Young Customer offerings, Active, new Store Design and Service evolution.

Led the Motivequest Social Media Study, which painted a picture of the future of service and laid the platform for related technological investments.

Identified opportunity to build sales in items < \$100 which resulted in growth of 7.5% vs. 4.7% average.

Introduced Employee NPS in 2014, which became foundational for our people strategy moving forward.

Introduced the Medallia Customer Experience Feedback system across FLS and Rack, which provides continuous feedback; a closed loop feedback system for the stores and critical information for corporate.

Introduced L2, which contributed to Nordstrom's sustained digital leadership.

Gap Inc.: VP Consumer Insights: 2003-2006

Levi Strauss and Company: Vice President, Marketplace Insights and Consumer Relations: 2002-2003

PepsiCo/Tricon (1986-1999) Taco Bell Corporation: Vice President, Consumer Insights & Brand Planning/VP/Sr Director: 1994-1999

Pepsi-Cola Company: Director/Group Manager/Manager: 1989-1994

Education Virginia Polytechnic Institute & State University, Blacksburg, Virginia MBA Marketing

BS Marketing Management

Transportation Levy Oversight Committee

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Appointment of Lisa Bogardus as member, Transportation Levy Oversight Committee, for a term to December 31, 2028.

The Appointment Packet is provided as an attachment.



City of Seattle Boards & Commissions Notice of Appointment

Appointee Name: <i>Lisa Bogardus</i>		
Board/Commission Name: <i>Transportation Levy Oversight Committee</i>		Position Title: <i>Member</i>
<input checked="" type="checkbox"/> Appointment OR <input type="checkbox"/> Reappointment		City Council Confirmation required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Appointing Authority: <input checked="" type="checkbox"/> City Council <input type="checkbox"/> Mayor <input type="checkbox"/> Other: <i>Fill in appointing authority</i>		Term of Position: * 1/1/2025 to 12/31/2028 <input type="checkbox"/> <i>Serving remaining term of a vacant position</i>
Residential Neighborhood: <i>Eastlake</i>	Zip Code: <i>98012</i>	Contact Phone No.: <i>[REDACTED]</i>
Background: <i>As Assistant Executive Secretary of the Seattle Building & Construction Trades Council since 2015 and a member of the Move Seattle Levy Oversight Committee (2019-2024), I have dedicated my time to transportation, both at the local and state levels, ensuring projects proceed efficiently and provide the benefits intended for the community. My experience in overseeing large, complex projects over the last 10 years with the Labor Council has provided me with significant expertise which will help me assess the levy's impact and ensure accountability in how funds are allocated.</i> <i>Lisa was selected for appointment by Councilmember Dan Strauss (District 6).</i>		
Authorizing Signature (original signature):  Date Signed (appointed): <i>5/13/2025</i>		Appointing Signatory: <i>Rob Saka</i> <i>Councilmember</i>

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LISA BOGARDUS



EDUCATION

University of Oregon Law School, Eugene, Oregon

J.D. May 1998

Mediation Certificate: Oregon 1998

Collaborative Law Certification: Oregon 2007

Cambridge University, Downing College 1996

Cambridge U.K.

International Law, Comparative Criminal Justice Systems

State University of New York at Stony Brook, Stony Brook, New York

B.A. Political Science, 1993

PROFESSIONAL EXPERIENCE

Assistant Executive Secretary, Seattle Building and Construction Trades Labor Council

April 2015 – Current

The Labor Council represents 21,000 construction workers throughout King County. Duties include negotiating and managing collective bargaining agreements, Community Workforce Agreements/Project Labor Agreements, and developing policy related to local and statewide labor issues, including transit and housing issues and economic regional development.

Construction Labor Group Manager, Port of Seattle

July 2012 – April 2015

Oversaw and managed the Construction Labor Group programmatic administration and budget. Duties included: supervised project compliance team, chief negotiator for the Port's Project Labor Agreements (PLA), worked closely with inter-departmental project management teams, contractors and Building Trades Labor council to address and resolve labor issues ensuring billion-dollar capital program projects delivered on-time.

Provided trainings and outreach to small businesses community on PLA process and Washington State prevailing wage. Initiated and facilitate regional coordination and development of best practices for PLA administration.

Labor Relations Manager, Port of Seattle

March 2008 – July 2012

Negotiated terms and conditions of employment through collective bargaining with skilled trades unions, including Seattle Building Trades, IAM, IBEW, Operating Engineers. Conducted employee investigations, grievance hearings and mediated negotiated settlements of workplace disputes and issues. Provided management trainings on various topics including contract interpretation and just cause discipline.

2011- 2012 Co-chair of the Community Giving Campaign and member of the Development and Diversity Council

Associate Attorney, Carey & Lillevik, PLLC, Seattle, Washington

September 2006 – February 2008

Legal practice including criminal law, family law, juvenile representation, collaborative law and mediation practice.

Public Defender, The Defender Association Seattle, Washington

August 2001 – September 2006

Criminal law including misdemeanors, felonies, and dependencies proceedings.

Assistant Attorney General, Washington State Attorney General's Office

April 2000 – August 2001

Represented Department of Social and Health Services, Mental Health Division. Litigation, client advise, administrative law, and federal motions practice. Agency clients included Western State Mental Hospital, Special Commitment Center for Sexually Violent Predators, Division of Vocational Rehabilitation.

Boards and Memberships, past and current:

Washington State Bar Association
United Association of Plumbers/Pipefitters
Martin Luther King Labor Council Delegate
Puget Sound Labor Agency, Executive
Board
King County Economic Empowerment
Board
Sound Transit Diversity Oversight
Committee, Chair

Women Build Nations 2018 Conference,
planning committee
City of Seattle Middle Income Advisory
Committee
Move Seattle Levy Oversight Committee
Sound Transit Board, Labor Liason

Transportation Levy Oversight Committee

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2	M	5	11.	Member	Kaid Ni Ray-Tipton	01/01/25	12/31/28	1	Mayor
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6	M	7	19.	Member	Kyle Nolan	01/01/25	12/31/28	1	City Council

SELF-IDENTIFIED DIVERSITY CHART					(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
	Male	Female	Transgender	NB/ O/ U	Asian	Black/ African American	Hispanic/ Latino	American Indian/ Alaska Native	Other	Caucasian/ Non- Hispanic	Pacific Islander	Middle Eastern	Multiracial
Mayor	4	2				2				4			
Council	4	3					1			4			
Other	2	2								4			
Total	10	7				2	1			12			

Key:

***D** List the corresponding *Diversity Chart* number (1 through 9)

****G** List *gender*, **M**= Male, **F**= Female, **T**= Transgender, **NB**= Non-Binary **O**= Other **U**= Unknown

RD Residential Council District number 1 through 7 or N/A

Diversity information is self-identified and is voluntary.



Legislation Text



File #: Appt 03174, **Version:** 1

Appointment of Lucy Carter Sloman as member, Transportation Levy Oversight Committee, for a term to December 31, 2028.

The Appointment Packet is provided as an attachment.



City of Seattle Boards & Commissions Notice of Appointment

Appointee Name: <i>Lucy Carter Sloman</i>		
Board/Commission Name: <i>Transportation Levy Oversight Committee</i>		Position Title: <i>Member</i>
<input checked="" type="checkbox"/> Appointment OR <input type="checkbox"/> Reappointment		City Council Confirmation required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Appointing Authority: <input checked="" type="checkbox"/> City Council <input type="checkbox"/> Mayor <input type="checkbox"/> Other: <i>Fill in appointing authority</i>		Term of Position: * 1/1/2025 to 12/31/2028 <input type="checkbox"/> <i>Serving remaining term of a vacant position</i>
Residential Neighborhood: <i>University Heights</i>	Zip Code: <i>98105</i>	Contact Phone No.: 
Background: <i>Lucy Sloman has dedicated her career to ensuring quality urban design, multimodal mobility, and equitable access are integral and essential elements of the cities she serves as a staff member and/or consultant. Her expertise ranges from managing and performing permit reviews, preparation of standards and guidelines, development agreements, working closely with elected and appointed leadership, and engaging in external and internal negotiations. Lucy works as part of, and for the past 10 years led, multi-disciplinary teams whose engineers and urban planners must balance complex requirements for urban infrastructure, building, and site construction.</i> <i>Lucy was selected for appointment by Councilmember Maritza Rivera (District 4).</i>		
Authorizing Signature (original signature):  Date Signed (appointed): 5/19/2025		Appointing Signatory: <i>Rob Saka</i> <i>Councilmember</i>

*Term begin and end date is fixed and tied to the position and not the appointment date.

Qualifications	Lucy has dedicated her career to ensuring quality urban design, multimodal mobility, and equitable access are integral and essential elements of the cities she serves as a staff member and/or consultant. Her expertise ranges from managing and performing permit reviews, preparation of standards and guidelines, development agreements, working closely with elected and appointed leadership, and engaging in external and internal negotiations. Lucy works as part of, and for the past 10 years led, multi-disciplinary teams whose engineers and urban planners must balance complex requirements for urban infrastructure, building, and site construction.
Select Work History	<p><i>CityWorks, Inc 2001 to present:</i> President, Senior Planner & Urban Designer. Active consulting contracts: 2001-2012, 2022 to present.</p> <p><i>City of Issaquah 2012-2022:</i> Land Development Manager (managing current planning & engineering permitting), 2012-2021; Current Planning Manager, 2021-2022.</p> <p><i>McConnell/Burke, Inc 1987-2001:</i> Senior Planner.</p> <p><i>Major Development Review Team, City of Issaquah, 1996–2012:</i> Consulting Senior Planner via McConnell/Burke, Inc, CityWorks, Inc, and City of Issaquah.</p> <p><i>University of Washington 1987-1993:</i> (various assignments), Lecturer for Italian Studies in Architecture preparatory class and courses in Italy.</p>
Education & Professional Accreditation	<p><i>American Institute of Certified Planners,</i> Member in good standing since 1992</p> <p><i>University of Washington, Master of Architecture;</i> Thesis: An Urban Design Analysis of the University of Washington's Metropolitan Tract</p> <p><i>Connecticut College, Bachelor of Arts;</i> Independent Study in Architecture</p>
Presentations & Awards	<p><i>Machinami Foundation July 2019:</i> presentation to Japanese architects and builders of the Japanese Housing Bureau of the Ministry of Land, Infrastructure, Transport, and Tourism; international tour including Issaquah Highlands.</p> <p><i>ULI Center for Leadership, Session 3 December 2014:</i> presentation on City of Issaquah and tour of the Issaquah Highlands' development and innovative urban design and transportation trends.</p> <p><i>WASLA & WRPA Conference, April 2014:</i> Bellevue College Issaquah Campus: joint presentation (City of Issaquah [only representative], Bellevue College, Otak).</p> <p><i>Vision 2040 Awards, April 2013:</i> YWCA Family Village.</p> <p><i>ULI Housing Opportunity National Conference, Eastside Mobile Tour, March 2013:</i> Issaquah Highlands and YWCA Family Village (first of three legs of their tour).</p> <p><i>Green Globe Award (King County), April 2011:</i> YWCA Family Village.</p> <p><i>ULI Reality Check, April 2008:</i> Facilitator of a team.</p> <p><i>American Planning Association, Puget Sound Chapter, Brownbag presentation, February 2007:</i> Alternative Street Types.</p> <p><i>American Planning Association, Puget Sound Chapter, Brownbag presentation, May 2006:</i> Commission Training Toolkit: Pedestrian Tools.</p> <p><i>American Planning Association, Washington State Chapter Award, 2003:</i> Issaquah Highlands Partnering.</p> <p><i>American Planning Association, National Conference, Mobile Workshop, 1999.</i></p> <p><i>American Planning Association, Washington State Chapter Award, 1999:</i> Issaquah Highlands Urban Design Guidelines.</p> <p><i>American Planning Association, Washington State Chapter Award, 1991:</i> BelRed/Overlake Transportation Plan Implementation.</p>

Transportation Levy Oversight Committee

19 Members: Pursuant to *Ordinance 127053*, all appointed members are subject to City Council confirmation, 4-year terms, except for the Get Engaged Member who will serve a 1-year term pursuant to SMC 3.51.

- **7** City Council-appointed
- **6** Mayor-appointed (includes 1 Get Engaged position)
- **1** Chair of City Council's Transportation Committee - Ordinance
- **1** City Budget Director - Ordinance
- **1** Seattle Pedestrian Advisory Board
- **1** Seattle Bicycle Advisory Board
- **1** Seattle Transit Advisory Board
- **1** Seattle Freight Advisory Board

Roster:

*D	**G	RD	Position No.	Position Title	Name	Term Begin Date	Term End Date	Term #	Appointed By
			1.	Chair of CC's Transportation Committee	Rob Saka	N/A	N/A		Ordinance
			2.	City Budget Director	Dan Eder	N/A	N/A		Ordinance
6	M	5	3.	Ex-Officio Member	Wes Mills	N/A	N/A		Seattle Pedestrian Advisory Board
6	F	7	4.	Ex-Officio Member	Donna McBain Evans	N/A	N/A		Seattle Bicycle Advisory Board
6	M	7	5.	Ex-Officio Member	Zachary Burton	N/A	N/A		Seattle Transit Advisory Board
6	F		6.	Ex-Officio Member	Geri Poor	N/A	N/A		Seattle Freight Advisory Board
6	M	4	7.	Get Engaged Member	Leonard Harrison Jerome	01/01/25	8/31/25	1	Mayor
6	M	2	8.	Member	Jack Brand	01/01/25	12/31/28	1	Mayor
6	F	3	9.	Member	Alex Hudson	01/01/25	12/31/28	1	Mayor
6	M	6	10	Member	Chase Kitchen	01/01/25	12/31/28	1	Mayor
2	M	5	11.	Member	Kaid Ni Ray-Tipton	01/01/25	12/31/28	1	Mayor
2	F	2	12.	Member	Nafiso D. Samatar	01/01/25	12/31/28	1	Mayor
6	M	1	13.	Member	Steven C. Pumphrey	01/01/25	12/31/28	1	City Council
	F	2	14.	Member	Lynda Firey Oldroyd	01/01/25	12/31/28	1	City Council
3	M	3	15.	Member	Tyler J. Vasquez	01/01/25	12/31/28	1	City Council
	F	4	16.	Member	Lucy Carter Sloman	01/01/25	12/31/28	1	City Council

6	M	5	17.	Member	Jack Edson Whisner	01/01/25	12/31/28	1	City Council
6	F	6	18.	Member	Lisa Bogardus	01/01/25	12/31/28	1	City Council
6	M	7	19.	Member	Kyle Nolan	01/01/25	12/31/28	1	City Council

SELF-IDENTIFIED DIVERSITY CHART					(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
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RD Residential Council District number 1 through 7 or N/A

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Legislation Text

File #: CB 120984, **Version:** 1

CITY OF SEATTLE

ORDINANCE _____

COUNCIL BILL _____

AN ORDINANCE relating to Seattle’s Commute Trip Reduction (CTR) program; adopting an updated CTR Plan; updating references to state law; and amending Sections 25.02.020, 25.02.030, 25.02.040, 25.02.050, 25.02.090, and 25.02.100 of the Seattle Municipal Code.

WHEREAS, the Washington State Clean Air Act, codified as chapter 70A.15 of the Revised Code of

Washington (RCW), requires certain local governments in those counties experiencing the greatest automobile-related pollution and traffic congestion to adopt and implement Commute Trip Reduction (CTR) plans and ordinances to reduce single-occupancy vehicle trips; and

WHEREAS, The City of Seattle (“City”) recognizes the importance of increasing individual citizens’

awareness of air quality, energy consumption, traffic congestion, and the contribution that employers and individuals can make towards addressing these issues; and

WHEREAS, the City’s 2023 Climate Change Response Framework specifically calls for emissions-reduction

strategies related to Seattle’s transportation system, many of which relate to shifting transportation modes away from single-occupancy vehicle trips; and

WHEREAS, the City’s 2024 Seattle Transportation Plan identifies reduction in vehicle-miles traveled (VMT)

as a key performance measure and aims to reduce VMT of all Seattle area trips by 37 percent by 2044 while advancing mobility management strategies - such as CTR - to encourage walking, bike, and transit trips; and

WHEREAS, since the last CTR Strategic Plan update in 2019, Seattle has continued to see residential and job

growth but limited new roadway capacity, making efficient travel choices like transit, walking and

biking, carpooling, and vanpooling more crucial for efficient and equitable growth; and

WHEREAS, Seattle's Center City area has seen significant growth and is a high-density neighborhood impacted by locally and regionally significant development and infrastructure projects, and thus is a designated Growth and Transportation Efficiency Center (GTEC) as defined by RCW 70A.15.4030; and WHEREAS, the City's nationally renowned CTR program is seen as a model for holistic, employer-government partnership on Transportation Demand Management (TDM) and requires programmatic updates in keeping with the City's aspirational transportation policy goals; NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:

Section 1. The City of Seattle Commute Trip Reduction Four-Year Plan Update: 2025-2029 ("Plan"), attached to this ordinance as Attachment A, is adopted as the Commute Trip Reduction Plan for The City of Seattle.

Section 2. Section 25.02.020 of the Seattle Municipal Code, last amended by Ordinance 119056, is amended as follows:

25.02.020 Purpose((-))

The purpose of this ~~((chapter))~~ Chapter 25.02 is to implement ~~((the Washington State Clean Air Act, RCW 70.94.521 through 70.94.551))~~ RCW 70A.15.4000 through 70A.15.4110.

Section 3. Section 25.02.030 of the Seattle Municipal Code, last amended by Ordinance 125885, is amended as follows:

25.02.030 Definitions

The following definitions apply throughout this ~~((chapter))~~ Chapter 25.02:

A. "Affected employee" means a full-time employee who begins ~~((his or her))~~ the regular work day at an affected employer's worksite between ~~((six (6:00)))~~ 6 a.m. and ~~((nine (9:00)))~~ 9 a.m. (inclusive) on two ~~((2))~~ or more weekdays for at least ~~((twelve))~~ 12 continuous months, who is not an independent contractor, and who is scheduled to be employed on a continuous basis for ~~((fifty-two))~~ 52 weeks for an average of at least ((

~~thirty-five~~) 35 hours per week. "Affected employee" includes employees who telework full-time, part-time, or occasionally, unless the employee: lives more than 150 miles from the employer's worksite; goes to that worksite once per year or less; and works from home or a site near home.

B. "Affected employer" means a private or public employer, including a government ~~((agencies))~~ agency, that employs ~~((one hundred-))~~ 100 ~~(())~~ or more affected employees at a single worksite. ~~((This is equivalent to the term "major employer" used in RCW 70.94.521 through 70.94.551.))~~

* * *

E. "CTR plan" means the City of Seattle ~~((2019-2023))~~ 2025-2029 Commute Trip Reduction ~~((Strategie))~~ Plan adopted by ordinance.

F. "CTR program" means the overarching program administered by the Department to implement ~~((chapter 70.94))~~ RCW 70A.15.4000 through 70A.15.4110, and it also means an affected employer's set of strategies to reduce affected employees' SOV use and VMT per employee.

G. "CTR program report" means a document~~((;))~~ approved by the Director ~~((pursuant to RCW 70.94.531 and Section 25.02.040, 25.02.055, or 25.02.065))~~, containing an employer's strategy to reduce affected employees' SOV use and VMT per employee.

* * *

M. "Good faith effort" means that an employer has met ~~((the))~~ minimum compliance requirements ~~((identified in RCW 70.94.534(2)))~~. Regardless of whether an employer has met its SOV or VMT goals, the Director shall consider the employer to be making a good faith effort if it complies with ~~((RCW 70.94.534(2)))~~ state law and works collaboratively with the City, in accordance with the requirements of this Chapter 25.02, to: (1) continue its existing CTR program; or (2) develop and implement an initial or revised CTR program consistent with the requirements of this Chapter 25.02.

* * *

S. "Transportation demand management" means programs and policies to reduce congestion and

greenhouse gas emissions by reducing reliance on single occupancy vehicles and supporting transit, ridesharing, active transportation, shared or micromobility, and alternative work schedules.

* * *

Section 4. Section 25.02.040 of the Seattle Municipal Code, last amended by Ordinance 125885, is amended as follows:

25.02.040 Employer's baseline measurement and initial commute trip reduction program

A. Baseline measurement. An affected employer shall complete a baseline survey of employee commuting patterns in accordance with the requirements of this subsection 25.02.040.A.

1. ~~((Preparation deadline a. After becoming an affected employer, an))~~ An affected employer that has not adopted an approved CTR program shall conduct its baseline measurements within 90 days after the Department confirms that the employer is affected.

~~((b.))~~ 2. An affected employer may request an extension of up to 180 days. The Director shall grant all or part of the extension request or shall deny the request within ten days of receipt of a written request for extension. If the Director fails to respond within ten days, the extension is automatically granted for 30 calendar days.

~~((2. Contents of Baseline Measurement.))~~ 3. An affected employer's baseline measurement shall consist of survey data of affected employee commuting patterns, which shall be the primary source of data for measuring CTR program performance and will be used in developing the employer's CTR program. The survey methodology used by the affected employer, including but not limited to sample size and response rates, shall conform to the guidelines and methodology approved by the Washington State Department of Transportation ~~((pursuant to RCW 70.94.537(2)(b) and Chapter 468-63 of the Washington Administrative Code))~~. The Director will provide sample surveys for affected employers to use and will work collaboratively with affected employers to complete and process the surveys.

B. Initial CTR program report submittal

1. Timing of CTR program report submittal. An affected employer shall submit its initial CTR program report to the Director for review no later than 90 days after completing its baseline measurement pursuant to subsection 25.02.040.A.

2. Extension. An affected employer may request an extension of up to 90 days for submitting its initial CTR program report. The Director shall grant all or part of the extension request or shall deny the request within ten days of receipt of the written request. If the Director fails to respond within ten days, the extension is automatically granted for 30 calendar days. An extension will not excuse affected employers from developing a commute trip reduction program and submitting a program report to the Director for review not more than 90 days after the affected employer receives the results of the baseline measurement.

3. If the Director rejects an affected employer's initial CTR program report, the affected employer shall make the changes required by a Director's decision made pursuant to this Section 25.02.040 and resubmit its initial CTR program report within 30 days after receiving the Director's decision.

~~C. ((CTR program report content. Each employer CTR program report shall include the following: 1. Worksite Characteristics.))~~ A CTR program report shall include a description of worksite characteristics, including the total number of employees and number of affected employees at the worksite, transportation characteristics and surrounding services, and any unique conditions that may affect employee commute choices.

~~((2. Implementation of mandatory CTR program elements.))~~ D. An affected employer's CTR program shall address the following strategic areas known to influence travel behavior and thus demonstrate a program likely to achieve the commute trip reduction goals applicable to the affected employer under the City's CTR plan. Each affected employer must select at least two strategies from each category set out ~~((below))~~ in this subsection 25.02.040.D unless an affected employer has obtained an exemption by the Director under Section 25.02.070:

~~((a.))~~ 1. Category A, employee information and amenities: Implement strategies to ensure employees are well informed and that facilities and programs support non-drive-alone commutes. This may

include provision of:

((1)) a. Real time transportation information such as transit schedules and shared transportation information in a prominent space to ensure both employees and visitors are aware of their travel options to and from the site.

((2)) b. "Flexwork": Create policies to allow and/or encourage alternative work schedules and telework for employees with suitable positions. This may include:

((a)) 1) A policy allowing employees to work intermittently, part-time, or full-time at home or at a satellite center.

((b)) 2) Alternative work schedules such as a compressed workweek allowing a full-time employee to eliminate at least one workday every two weeks by working longer hours during the remaining days, resulting in fewer commute trips by the employee. Examples include 9/80, 4/40, or 3/36 schedules.

((c)) 3) Flexible scheduling to shift commute trips by employees outside of the period between 6 a.m. and 9 a.m.

((3)) c. Employee shuttles. This may be a circulator between employer locations, between park-and-ride facilities or transit hubs, or over a longer distance to provide a route for which there is no public transit alternative or capacity and along which there is a density of potential users.

((4)) d. Guaranteed ride home for employees who do not drive, whether via an area-wide program, company vehicle provision, emergency guaranteed ride, rental car guaranteed trip, or taxicab or TNC guaranteed trip.

((5)) e. Rideshare matching to connect employees and promote carpooling and vanpooling.

((6)) f. Bicycle parking facilities and other active commute facilities including but not limited to lockers, changing areas, electric bicycle charging infrastructure, and showers for employees who

walk or bicycle to work.

((b-)) 2. Category B, subsidies and modal support: Implement programs to ensure that non-drive-alone commutes are preferable options. This may include:

((1)) a. Subsidies for transit fares, such as ORCA business products.

((2)) b. Subsidy for carpool and vanpool participation.

((3)) c. Provision of employer vans or third-party vans for vanpooling.

((4)) d. Pre-tax transportation benefits allowing employees to use pre-tax pay for transit passes, bicycle share (or other emerging forms of micro-mobility) payments or passes, or vanpool use.

e. Provision of employee financial assistance or company-owned assets at hire for a hybrid or remote office setup (e.g., employer-paid home office internet or employer-paid office home office furniture).

f. Subsidies for scooter share, bike share, or other shared mobility employee memberships.

((e-)) 3. Category C, parking management: If parking is utilized at the site, implement strategies to appropriately price parking, and/or reserve parking space specifically for sustainable uses (e.g., secure bicycle parking). These include:

((1)) a. Institute or increase parking charges for SOVs. Omit any parking subsidy from employee benefits package and use onboarding processes and regular information sharing to discourage driving to and parking at an employment site; this strategy must apply to at least 90 percent of affected employees to count toward a compliance strategy.

((2)) b. Provide parking at a daily market rate only rather than a monthly or other subsidized rate.

((3)) c. Preferential parking and/or reduced parking charges for high-occupancy vehicles, bicycles, and other forms of emerging micro-mobility.

~~((4))~~ d. A parking cash out program, providing payment for employees who do not use the parking facilities.

~~((5))~~ e. Provide parking space for carshare vehicles or company-owned cars for employee use.

~~((3. Other measures.))~~ E. An affected employer may propose and implement other measures designed and demonstrated to facilitate the use of non-SOV commute modes or to reduce vehicle miles traveled, as agreed upon between the Director and the affected employer.

~~((4. CTR Implementation Plan.))~~ F. An affected employer's CTR program shall meet the requirements of subsection ~~((25.02.040.C.2))~~ 25.02.040.D and provide for:

~~((a.))~~ 1. Distribution of selected CTR program elements to affected employees at least twice a year and to each new affected employee when the new affected employee begins employment. Employers are additionally expected to include information and recommendations (but not requirements) on CTR program options, with or without financial incentives, for any independent contractors who report for a regular work day at an affected employer's worksite between 6 a.m. and 9 a.m. (inclusive) on two or more weekdays per week for at least 12 continuous months, and who are to work at that site on a continuous basis for 52 or more weeks for an average of at least 35 hours per week.

~~((b.))~~ 2. Designation of an employee transportation coordinator to administer the CTR program and to act as a liaison to the Director for one or more worksites of an affected employer. The coordinator's and/or designee's name, location, and telephone number must be displayed prominently at each worksite. The coordinator (or the coordinator's designee) shall participate in at least four events (such as trainings, meetings, etc.) offered through the Department's CTR program annually.

~~((c.))~~ 3. Appropriate resources to carry out the CTR program.

~~((d.))~~ 4. Retention of all records related to the affected employer's CTR compliance for at least 24 months.

~~((D.))~~ G. Initial CTR program review and approval

1. ~~((Director's decision a.))~~ Within 90 days of the date an affected employer submits its initial CTR program report, the Director shall provide a written decision approving or rejecting the program report based on the standards in ~~((this))~~ subsection ~~((25.02.040.D))~~ 25.02.040.G.2 and email a copy of the decision to the affected employer. ~~((b.))~~ If the Director approves an affected employer's initial CTR program, the Director's decision shall establish a date by which the affected employer is required to submit subsequent regular program reports pursuant to Section 25.02.050. The regular program reporting date shall be no sooner than one year and 90 days from the date of the Director's decision approving the initial CTR program. ~~((e.))~~ If the Director rejects an employer's initial CTR program, the Director's decision shall explain the reasons for the rejection and set forth changes that are required to obtain approval.

2. ~~((Review standards.))~~ An affected employer's CTR program shall be approved if the program: ~~((a. Satisfies))~~ satisfies the minimum requirements of this Chapter 25.02; and ~~((b. Is))~~ is likely to achieve the commute trip reduction goals applicable to the affected employer under the City's CTR plan.

~~((E. Initial CTR program implementation.))~~ H. An affected employer shall begin implementing its approved CTR program no later than 90 days after the program is approved pursuant to subsection 25.02.040.D.

~~((F. CTR Program Amendment.))~~ I. An affected employer may not alter or amend its approved CTR program without the approval of the Director.

Section 5. Section 25.02.050 of the Seattle Municipal Code, last amended by Ordinance 125885, is amended as follows:

25.02.050 Regular program reports and biennial surveys

* * *

B. Biennial survey of employees' commuting behavior

1. At two-year intervals, an affected employer shall measure employee commuting behavior at

the affected employer's worksite consistent with the guidelines and methodology approved by the Washington State Department of Transportation ((as required by RCW 70.94.537(2)(b) and Chapter 468-63 of the Washington Administrative Code)), and in alignment with any guidance for local implementation made by the Department with the approval of the Director.

2. The most recent survey data will be the primary source of data for measuring an affected employer's progress towards meeting CTR plan goals and determining an employer's compliance with the requirements of this Chapter 25.02.

Section 6. Section 25.02.090 of the Seattle Municipal Code, last amended by Ordinance 125885, is amended as follows:

25.02.090 Violation - Penalties

* * *

B. Violations

1. Violations subject to civil penalties include:

a. Failure to comply with the requirements of: Section 25.02.040 for initial CTR programs; the requirements of Section 25.02.050 for CTR program reports((;)) ; or the requirements of Section 25.02.055 for revised CTR programs.

b. Failure to make a good faith effort ((as defined in RCW 70.94.534(2) and this Chapter 25.02)).

2. Violations not subject to civil penalties include:

a. Violations resulting from an inability to reach agreement with a certified collective bargaining agent under applicable laws where the issue was raised by an employer and pursued in good faith. A unionized employer shall be presumed to act in good faith if it:

1) Proposes to a recognized union any provision of the employer's CTR program that is subject to bargaining as defined by the National Labor Relations Act; and

2) Advises the union that compliance with the CTR program approved by the City is required by ~~((the Washington Clean Air Act (RCW 70.94.521 through 70.94.555)))~~ RCW 70A.15.4000 through 70A.15.4110 and advises the union that the proposal being made is necessary for compliance with the CTR program.

b. Failure to achieve SOV or VMT reduction goals so long as an affected employer is working in good faith to meet such goals.

* * *

Section 7. Section 25.02.100 of the Seattle Municipal Code, last amended by Ordinance 122825, is amended as follows:

25.02.100 Administration and implementation~~((=))~~

A. ~~((Responsible Agency.))~~ The Department is authorized to administer and implement this ~~((chapter))~~ Chapter 25.02.

B. The Director of the Department is authorized to:

1. Promulgate administrative rules to implement this ~~((chapter))~~ Chapter 25.02 and to implement the guidelines developed by the ~~((Washington CTR Board pursuant to RCW 70.94.537))~~ State Commute Trip Reduction Board.

2. Develop and recommend to the City Council proposed amendments to the City's CTR plan.

3. Coordinate with other jurisdictions required to adopt commute trip reduction plans to improve statewide consistency in ~~((the))~~ their development and implementation ~~((of CTR plans))~~.

4. Provide technical assistance to affected employers within the City of Seattle to assist them in complying with the requirements of this ~~((chapter))~~ Chapter 25.02 and to further their SOV and VMT reduction goals.

5. Implement a CTR ~~((plan))~~ program for City of Seattle employees.

6. Provide information on the ~~((City of Seattle))~~ CTR ~~((Plan))~~ plan, in addition to reports and

other required information, to the ~~((state-CTR board))~~ State Commute Trip Reduction Board.

7. Carry out all functions authorized by this ~~((chapter))~~ Chapter 25.02, including but not limited to reviewing affected employer CTR programs and reports and enforcing the requirements of this ~~((chapter))~~ Chapter 25.02.

Section 8. This ordinance shall take effect as provided by Seattle Municipal Code Sections 1.04.020 and 1.04.070.

Passed by the City Council the _____ day of _____, 2025, and signed by me in open session in authentication of its passage this _____ day of _____, 2025.

President _____ of the City Council

Approved / returned unsigned / vetoed this ____ day of _____, 2025.

Bruce A. Harrell, Mayor

Filed by me this _____ day of _____, 2025.

Scheereen Dedman, City Clerk

(Seal)

Attachments:

Attachment A - City of Seattle Commute Trip Reduction Four-Year Plan Update: 2025-2029



City of Seattle Commute Trip Reduction Four-Year Plan Update: 2025–2029

Benefits of CTR

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

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

The City of Seattle is centrally located within the Puget Sound region, the metropolitan area whose growth is broadly guided by goals set by the Puget Sound Regional Council (PSRC). PSRC’s VISION 2050 Plan envisions the region’s growth occurring in centers and alongside our transit investments. VISION 2050 allocates especially large shares of growth to five “metropolitan cities”—Seattle, Bellevue, Everett, Tacoma, and Bremerton. The City of Seattle continues to be one of the fastest growing major cities in the country, having added more than 175,000 jobs and 60,000 net new homes between 2010 and 2020, and is forecast to exceed one million residents over the next 20 years (Draft One Seattle Plan, 2024). To aid cities in accommodating this growth, Washington State legislators have recently passed laws to require local governments to allow for more housing density with duplexes, triplexes, or accessory dwelling units where they were previously barred from construction (e.g., Washington State Legislature House Bills 1110 and 1337, passed in 2023, increase housing density by requiring local governments to allow for middle housing and accessory dwelling units).

The COVID-19 pandemic, subsequent stay-at home orders issued by cities and states, and the unprecedented shift towards telecommuting had a drastic impact on travel patterns across the U.S., with Seattle being no exception. In September 2020, the Census Bureau’s Household Pulse Survey estimated that 48% of Seattle workers were working remotely. According to the Puget Sound Area Return to Work Survey conducted by Commute Seattle in partnership with SDOT in April and May 2021, one-third of worksites surveyed did not anticipate 100% of employees ever returning to on site and 8% of sites planned to continue primarily with remote work and limited on site presence. The shift in travel patterns and working models caused by the pandemic has had a major impact on when, how, and how often people physically commute to work.

In response to these rapid changes and to accommodate evolving transportation needs, the region has made unprecedented investments over the several last decades, with PSRC’s VISION 2050 outlining how the region could leverage those investments to help future growth shape more compact, walkable, transit-served neighborhoods. The future of transportation in the region includes more extensive light rail transit, streetcar routes, and bus networks, with light rail serving new lines within the city while also providing connection to Bellevue, Redmond, Shoreline, Federal Way and Lynnwood. New technological innovations in transportation such as Seattle’s digital parking permits for freight vehicles, shared



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transportation options (such as bike or scooter share and car share services), and the possible use of driverless vehicles in the future will change the way people travel to and around Seattle.

To accommodate this continued growth, the City and regional agencies developed an extensive framework of plans and outlined significant investments that will shape its future transportation system.

- **City of Seattle:** the City adopted the 20-year Seattle Transportation Plan (STP) in 2024 which, along with the One Seattle Comprehensive Plan update, will guide how transportation investments will be made to align with the broader city goals of equity, housing affordability, access to economic opportunity and education, climate change, and more. A key goal is to provide reliable and affordable travel options that help people and goods get where they need to go. Our Climate Change Response Framework is another key document guiding the City’s approach to transportation and mode shift. By 2030, we estimate that we can almost double the share of zero emission trips in Seattle through implementing the CCRF. We can make progress now by scaling up, innovating, and accelerating work such as Commute Trip Reduction. A successful climate response means making it easier to walk, roll, bike or take transit for most trips, while electrifying as many remaining necessary car and freight trips as possible. The CCRF outlines strategies that we at the City of Seattle and our partners need to implement to effectively respond to climate change – while maximizing impact by creating significant community benefits. Some of this work is included in the Seattle Transportation Plan through specific ‘key moves’ including: “CA5: Advance mobility management strategies to encourage walking, biking, and transit trips”; and “PG2: Make walking, biking, and rolling more convenient and enjoyable travel choices, especially for short trips”. The City supports this work through the Seattle Transit Measure and the Seattle Transportation Levy. In 2014, Seattle voters approved funding for the Seattle Transportation Benefit District (STBD) within the City to specifically fund transit service through STBD Proposition 1. In 2020, a different replacement package of investments called the Seattle Transit Measure (STM) was approved by 80% of voters to fund additional transit service, transit programs, and transit infrastructure until 2027. While the Move Seattle Transportation Levy expired at the end of 2024 and represented 30% of SDOT’s budget, a new Transportation Levy proposal was approved by Seattle area voters in November 2024. The eight-year \$1.55 billion Transportation Levy provides funding to enhance the city’s transportation infrastructure including building sidewalks, paving streets, repairing bridges, and improving transit connections – all of which contribute to Seattle’s goals of reducing drive alone commutes through non-drive along trip options and improving transit operations and access.
- **Puget Sound Regional Council:** PSRC’s Regional Transportation Plan anticipates \$300 billion in investments in the region’s transportation network through 2050, 70% dedicated to investments in local and regional transit. Its VISION 2050 Plan lays the foundation for regional transportation investments to enhance connectivity within and between the region’s major centers and identifies goals to reduce vehicle miles traveled (VMT) (MPP-CC-12) and greenhouse gas (GHG) emissions (MPP-CC-3) by increasing alternatives to driving alone.



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- **Sound Transit:** Voters approved the nearly \$54 billion Sound Transit 3 measure which is expanding light rail during the next 20 years, adding 33.7 miles and 19 new stations to its Link light rail network in the near term, ultimately providing Link connections to Everett, Bellevue, Redmond, Tacoma, Seattle, Issaquah, Kirkland and communities in between at ST3 full buildout. Most recently, the agency extended light rail service from Westlake to Northgate in 2021 and will add new service across Lake Washington to Bellevue and Redmond with a planned launch of 2025 for cross-I-90 service.
- **King County Metro:** Metro is partnering with the City of Seattle to evaluate and make improvements to its RapidRide system. Metro plans to increase transit by 70 percent by 2050 as well as introducing new mobility services to support all types of travel. Recent innovations include Metro’s on-demand MetroFlex service. Metro’s long-range plan, Metro Connects, outlines this work. Metro is also pursuing full fleet electrification with a goal of zero emissions by 2035, making Metro one of the only large transit agencies in the country working toward a 100% zero-emissions fleet by 2035.
- **Community Transit:** Community Transit seeks to expand its services and is expanding its offerings of Swift, a service similar to Metro’s RapidRide service. Community Transit is also considering the introduction of new options such as micromobility, micro transit, and expansion of its on-demand services branded “Zip”. Prior to 2024’s Lynnwood Link expansion, Community Transit ran commuter services into downtown Seattle during peak hours. However, following Link expansion into Snohomish County, Community Transit significantly boosted local transit route frequency and availability, leading to enhanced connectivity between its service area and Seattle for commute and non-commute trips alike. Community Transit is also a partner in the Commute Trip Reduction program as it administers the CTR program on behalf of all affected Snohomish County municipalities except for the City of Everett.
- **Kitsap Transit:** Kitsap is investing in improvements to its routes that will attract and support higher ridership. Future growth will concentrate in core cities and around high-capacity transit (HCT) communities, including potential bus rapid transit (BRT) corridors. These communities include Bremerton, Silverdale, Bainbridge Island, Kingston, Port Orchard, and Poulsbo, all of which are home to many Seattle-bound commuters who use WSDOT ferries or Kitsap Fast Ferries to connect with Seattle worksites. Additionally, Kitsap Transit is introducing and expanding Sunday bus service for the first time in recent years.
- **Amtrak:** Amtrak is looking to improve its services in the Washington segment of the Cascades corridor over the next 20 years, including an integrated service-development plan for both Washington and Oregon. In addition, WSDOT is studying how high-speed ground rail might serve as a catalyst to transform the Pacific Northwest. This work represents an opportunity to build greater rail modeshare for regional travelers to Seattle.
- **WSDOT Ferries (WSF):** WSF’s long-range plan is focused on stabilizing an aging ferry fleet and needed investments in new, greener vessels through electrification. WSDOT is also exploring ways to modernize and enhance the customer experience through technology, transportation demand management solutions, and increased multimodal connections. This work represents a better and



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easier connection for Seattle area commuters who must use WSF's Fauntleroy Terminal in West Seattle or Colman Dock in Downtown Seattle to access the City and its transportation infrastructure.

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

Seattle has an established network of streets serving a highly urbanized land use pattern in addition to a lack of affordable housing that allows people to live near their workplaces due in part to local zoning regulations. Different land use strategies, such as more mixed-use developments where employees can live near where they work or Transit Oriented Development so people live near transit, will help to both reduce the number and length of commute trips as well as make alternative transportation options more feasible. As noted in the Seattle Transportation Plan: "City streets provide the essential functions of mobility, access, places for people, greening and landscaping, and storage for vehicles, bicycles, and more. The Seattle Transportation Plan (STP) represents the first time that we as a city have tackled these functions simultaneously, comprehensively, and at a citywide scale." This approach represents a chance for Seattle to reconsider the use and allocation of its street space. Prioritizing street space so that it can be used by the most people, at most times of the day, and in a variety of ways will help the City solve the most urgent challenges today while also considering how the transportation system will evolve to meet the growing demands of tomorrow. While many people still rely on a personal car as their primary transportation option, the City supports providing high-quality travel options, making a variety of travel modes more efficient and predictable for all trips. It also means reimagining the way that people use the right-of-way to include multiple public uses and amenities that make its neighborhoods and the city more livable – this work also represents opportunities to reduce commuters' vehicle trips during the workday by allowing for easily accessible workday needs such as grabbing lunch or coffee at sidewalk cafes versus driving to the previous nearest option.

Housing affordability and availability continues to be a challenge for Seattle, as in most urban areas in the U.S. Over the last 10 years, the average annual Zillow Home Value Index for a detached home in Seattle more than doubled from \$415K to \$946K, far beyond what most Seattle-area households can afford. The median monthly cost of rent and basic utilities increased by 75% from \$1,024 in 2011 to \$1,787 in 2021. This results in displacement, with many workers moving farther away from where they work, and putting additional strain on the transportation network during peak hours given the resulting increase in Vehicle Miles Traveled (VMT). Recent laws (House Bill (HB) 1110, HB 1337) passed by the Washington State legislature support the addition of housing capacity to help address these issues, beyond what municipalities had already allowed.

The One Seattle Plan aims to improve the supply, variety, and affordability of housing across the city. For nearly 30 years, Seattle's Growth Strategy concentrated growth in Urban Centers and Villages. The



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updated plan outlines new and expanded opportunities for housing and growth near major transit investments and established centers and villages. In addition, new Neighborhood Centers will allow additional moderate-density housing around commercial nodes, bus rapid transit stops, and neighborhood amenities. This strategy for housing supply will provide greater opportunity for people to live within a short walk, bike, or transit ride to meet their commuting needs.

The One Seattle Plan aims to create more complete communities where Seattleites can gather with one another, meet their daily needs, and access what they love about their neighborhoods, all within an easy walk or bike ride, thus reducing reliance on automobiles. This Plan features new and expanded locations for growth, and focuses growth where residents can access transit, including light rail and high-quality bus service, close to home. It supports economically vibrant neighborhoods, strong business districts, and new opportunities for convenient amenities like neighborhood corner stores. Several elements include goals and policies to build more complete neighborhoods and a more connected city. However, local plans alone are not a guarantee that sufficient housing will be built, requiring additional strategies for transportation access including robust Commute Trip Reduction programs for people unable to live near work.

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

The City's CTR Program saw significant progress on core program goals during the 2021/2022 survey cycle. However, many key metrics¹ performed worse for the first time in 2023/2024.

- **Citywide CTR worksite Drive Alone Rate (DAR)** fell from 28.4% in 2019/2020 to 20.5% in 2021/2022 (a 7.9 percentage point decrease), surpassing the 2035/36 DAR target of 25.5%. However, this number rebounded in 2023/2024 to 32.2% (a 13% increase from 2019/2020 and a 57% increase from 2021/2022), matching levels last seen in 2015/2016.
- **Citywide VMT per employee** fell from 3.9 in 2019/2020 to 3.2 in 2021/2022 (an 18% drop), surpassing the 2035/36 target of 3.5 VMT. However, this number rebounded in 2023/2024 to 5.09 (a 30% increase from 2019/2020 and 59% from 2021/2022), matching levels last seen in 2011/2012 (5.0).
- **Absolute VMT** fell from 894,039 in 2019/2020 to 721,229 in 2021/2022 (19% reduction) but saw a 57% increase from 2021/2022 to an all time high of 1,131,665 miles in 2023/24. However, had if Seattle still had an average VMT per employee at the level measured in 2007/2008, this number would have surpassed 1.3 million miles.

Two challenges for the CTR program are:

- **Average length of driving trips** increased from 13.9 miles in 2019/2020 to 15.6 miles in 2021/2022 with a large variance across CTR networks and industry. A network's average driving

¹Commute Trip Reduction Calculations, Last updated August 28, 2024: <https://tdmboard.com/wp-content/uploads/2024/08/Commute-Trip-Reduction-Calculations-Documentation.pdf>



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trip length is influenced by other factors, such as high housing costs pushing workers away from employment in central cities as well as industry and where those jobs are located. While not the core metric, this is something the SDOT team will need to keep an eye on in the event more employees start working from worksites more often. As more people who opt to drive travel farther distances, the City will see negative impacts on its greenhouse gas emissions goals, increased air pollution and congestion along longer stretches of roadway.

- **Citywide mode share:** While driving alone continues a steady decline to 20.5% of all trips in 2021/2022, transit, carpool, and walk/bike have also experienced declines from 2019/2020. The only mode share which increased was telecommuting which rose from 6.4% in 2019/2020 to 50.3% in 2021/2022, largely due to the COVID-19 pandemic. These changes in travel patterns may impact the CTR program's ability to reach employees who work hybrid schedules or telecommute and are no longer CTR-affected employees. Telecommuting has also introduced additional confusion into whether worksites should remain affected by the CTR law; while WSDOT has provided updated guidance to retain worksites in the program, pushback against participation is consistent. As defined in Seattle Municipal Code 25.02, "Affected employee" means a full-time employee who begins his or her regular work day at an affected employer's worksite between six (6:00) a.m. and nine (9:00) a.m. (inclusive) on two (2) or more weekdays for at least twelve continuous months, who is not an independent contractor, and who is scheduled to be employed on a continuous basis for fifty-two weeks for an average of at least thirty-five hours per week. Additional guidance was provided by the State's TDM Technical Committee's "POL-904 CTR TELEWORK AND REMOTE WORK POLICY" that defined how and when hybrid and remote workers affect a worksite's CTR participation.

Due to the significant drop in VMT per employee as well as new hybrid work schedules during the period following 2020, in addition to continued expansion of transit service, DAR and VMT reductions are projected to continue. Even as some employers implement Return to Office initiatives, their employees will have better and more frequent transit service than before COVID-19 that can be leveraged to avoid an upward trend in VMT / DAR. In general, SDOT expects to see performance around these metrics to match more aggressive anticipated reductions even as post-COVID-19 trends continue to establish themselves.

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

Seattle's 2013 Climate Action Plan aimed to reduce transportation emissions by 82% by 2030 (from a 2008 baseline). Additionally, per the City's Clean Transportation Electrification Blueprint (2021) integrated into the Climate Change Response Framework (released in 2023), Seattle's goal is to have 90% of all personal trips and 30% of all freight trips to be zero emission by 2030.



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The Seattle Transportation Plan includes a goal to “Provide reliable and affordable travel options that help people and goods get where they need to go” via actions to:

- PG2: Make walking, biking, and rolling more convenient and enjoyable travel choices, especially for short trips
- PG3: Create world-class access to transit and support making service more frequent and reliable
- PG4: Support access to jobs, freight movement, and growth in deliveries

PSRC’s VISION 2050 Climate Change Action outlines several actions:

- T-Action-1 Regional Transportation Plan: PSRC will update the Regional Transportation Plan (RTP) to be consistent with federal and state requirements and the goals and policies of VISION 2050. The RTP will incorporate the Regional Growth Strategy and plan for a sustainable multimodal transportation system for 2050. The plan will identify how the system will be maintained and efficiently operated, with strategic capacity investments, to provide safe and equitable access to housing, jobs, and other opportunities, as well as improved mobility for freight and goods delivery. Specific elements of the RTP continued updates to the regional integrated transit network (including high-capacity transit, local transit, auto and passenger ferries), the Active Transportation Plan, and other important system components.
- CC-Action-1 Greenhouse Gas Strategy: Promote effective actions to reduce greenhouse gases, such as vehicle miles traveled (VMT) reduction, conversion to renewable energy systems in transportation and the built environment (e.g. electrification), and reduction in embedded carbon in new infrastructure and development. Include a measurement framework to inform the evaluation of transportation investments and local comprehensive plans.
- DP-Action-9 Mode Split Goals for Centers: Each city with a designated regional growth center and/or manufacturing/industrial center will establish mode split goals for these centers and identify strategies to encourage transportation demand management and alternatives to driving alone.

King County Metro’s Long-Range Plan “Metro Connects” outlines the following goals by 2050:

- 15-20% reduction in per capita VMT
- \$2,000 savings a year by commuting on transit for residents using Metro services
- 1.9M metric tons of GHG emissions reduced annually

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.

Housing affordability and availability is an important factor in how people commute to work. As housing costs continue to rise and many employees move further outside of the city, transit trips become more challenging and auto-dependence increases. With 7 out of 10 new jobs in the region projected to be



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located within Seattle, the City will need to enable new housing to accommodate this growth. As housing in Seattle becomes denser, the transportation network must keep up with increased demand, providing mobility options and access for everyone who needs it. With a mature street network, Seattle has limited right of way and must make efficient use of its streets by investing in options that move more people more efficiently. Walking, rolling, biking, and riding transit provide that higher capacity within the available road space and the options support business and commercial needs, allowing necessary driving trips to occur and minimizing the environmental impacts of these trips.

Seattle's Comprehensive Plan broadly envisions convenient neighborhoods where locating new homes, essential destinations, and transportation options closer together create a city where people can easily choose from multiple travel options. This results in less frequent driving, especially for short distances, and helps advance the City's sustainability goals. The STP reflects the different urban forms or place types in the city—commercial and mixed use, residential, and manufacturing and industrial centers (MICs)—and how different transportation elements can support a variety of land uses and activities.

In addition, the region's efforts to continue to build out the regional transportation network and provide a variety of transportation options will make the choice to use non-drive alone modes viable options in more geographies and for more types of trips. While the city met its overall DAR and VMT targets, several networks saw increases in DAR and/or VMT (i.e., East Seattle and Capitol Hill). While there may be multiple factors at play, the types of industries located in these neighborhoods (e.g., medical) or access to transportation options may also be affecting the ability for employers in those areas to meet their DAR/VMT targets. Therefore, further investment or support in those areas may be needed from SDOT and its regional partners.

In recent years, SDOT has emphasized extending the reach of the CTR program benefits to smaller employers (particularly in the Center City) and engaging more voluntary sites. In 2021/2022, there were 25 voluntary sites participating in the program with 1,972 employees. Voluntary sites are often worksites poised to eventually become CTR-affected or which were recently affected. By engaging these worksites early in their employee growth trajectory, SDOT and its partners can achieve DAR and VMT goals before they are a worksite requirement. This sets employers and their staff up for program success once they do become affected by CTR regulations. Furthermore, by partnering with Seattle's Transportation Management Association, Commute Seattle, SDOT has supported a one-stop shop for businesses of all sizes to access information and programs related to better commutes.

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

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.

According to the latest 2022 data from the U.S. Census Bureau, 39% of all workers who live in Seattle drive alone for their commutes. This figure is higher than the DAR of 20.5% the CTR program recorded in



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2021/2022. These results demonstrate that Seattle's Commute Trip Reduction program directly contributes to the City of Seattle's goals around greenhouse gas emission reductions, lowered VMT, and the leveraging of new and future land use policies and transportation investments. When people can live closer to where they work and have non-drive alone options, it becomes easier for the City to reduce its transportation-generated negative impacts and also improve results through the Commute Trip Reduction program.

The city's DAR and VMT targets, prior to this 2025-2029 plan, were determined based on analysis of past CTR survey data and a 2035 future DAR target of 25%, which was identified as the citywide commute trip goal by the 2015 Move Seattle Plan and as the citywide all trips goal by the Seattle 2035 Comprehensive Plan. Due to the performance from the 2023/2024 survey cycle, the City has updated its DAR and VMT targets to be even more ambitious to further help the city reach its goal of reducing carbon emissions by 82% from 2008 levels by 2030.

The CTR program also helps promote economic vitality by providing reliable and affordable travel options for employees to get them where they need to go while reducing congestion. Many of the CTR requirements are often viewed as benefits that help employers attract and retain workers as well as customers by freeing up parking spaces at worksites for temporary customer use.

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

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

The Seattle Department of Transportation (SDOT) Climate Change Response Framework, and the Clean Transportation Electrification Blueprint, further outlines Seattle's goals around transportation transformation by aiming to shift 90% of all personal trips and 30% of all freight trips in the city to be zero emission by 2030; these goals were originally outlined in the City's 2021 Clean Transportation Electrification Blueprint. Beyond Seattle's borders, King County identified a goal to reduce VMT per capita by 15-20% and GHG emissions by 1.9M metric tons annually. The CTR Program also supports the PSRC's Greenhouse Gas Strategy (with its goal to reduce greenhouse gas emissions to 80% below 1990 levels by 2050) and King County's VMT and GHG reduction goals by encouraging the use of more efficient transportation options, such as transit, carpool, vanpool, biking, and rolling.

The CTR program helps the region reach these goals by encouraging and supporting more sustainable alternatives to driving alone. For example, GHG emissions per CTR employee have fallen 51.0% between 2007/2008 and 2021/2022.

As SDOT updates its DAR and VMT projections, we anticipate significant associated reductions in GHG emissions. With the increased adoption of electric and hybrid vehicles, SDOT is also investigating how to



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reflect associated changes to GHG emissions in future CTR surveys. This will support more accurate GHG emissions profiles for worksites and employees.

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

In addition to GHG reductions, the CTR program helps improve neighborhood air quality and health outcomes by promoting clean, sustainable travel options. The reduced reliance on driving alone helps the city remain resilient against climate change and its potential impacts. Transit, bicycling, walking, and shared transportation services reduce collisions, stress, noise, and air pollution, while increasing social contact, economic vitality, affordability, and overall health. They also help use right-of-way space more efficiently and at lower costs. Finally, encouraging more walking, biking, and shared mobility trips – as well as first mile / last mile options, means a more active and vibrant public realm.

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

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

- **Local:** The Seattle Transportation Plan and the Climate Change Response Framework both outline goals for the City of Seattle to achieve related to transportation. The CTR program can help the City achieve its mode split targets in reducing drive alone trips and VMT for employees working within city limits. The targets positively influence climate targets laid out in the Climate Change Response Framework in addition to the number of trips that are carbon neutral as outlined in the City's Clean Transportation Electrification Blueprint from 2021.
- **Regional:** Support a comprehensive transportation system for all modes of travel. This also aligns with the VISION 2050 goal to reduce GHG emissions to 80% below 1990 levels and calls for climate resilience and adaptation.
- **State:** directly supports the State's Commute Trip Reduction law to improve air quality, reduce congestion, and encourage alternatives to driving alone since the City's CTR program was developed in response to the state law.

b. List adjacent CTR-affected cities and counties.

- King County
- Bellevue
- Burien
- SeaTac
- Kirkland



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- Renton
- Tukwila

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

- **Cross-border commuting:** As the economic hub in the region, many Seattle employees live in other cities and commute into the city. While Seattle has a role in reaching these employees via their employers, Seattle must rely on regional partnerships to ensure connectivity and access to transportation options extending beyond city boundaries. Additionally, Seattle sits in the middle of the regional economic centers of Bremerton, Tacoma, Bellevue/Redmond, and Everett with many commuters passing through Seattle while on the way to another regional center – many of these employees do not have access to efficient non-drive alone transportation options, increasing Seattle area congestion.
- **Improved data-sharing:** It is important for Seattle to track, as much as possible, current transportation programs from peer organizations (primarily King County Metro but also Sound Transit; and those operating in jurisdictions like Pierce, Kitsap, and Snohomish counties that may touch Seattle commuters at their trip origins) to avoid duplicative services as well as share best practices and insights.

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.

- **Multi-jurisdictional coordination:** Improved coordination at the regional level to ensure other jurisdictions are aware of each other's programming and working together toward shared goals. Active participation in regional / state groups such as CTR Implementers group, TDM Technical Committee, and more supports sharing and coordination.
- **TDM Inventory:** Develop and maintain a living document to track current and future TDM programs in the region through PSRC.

Performance targets

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

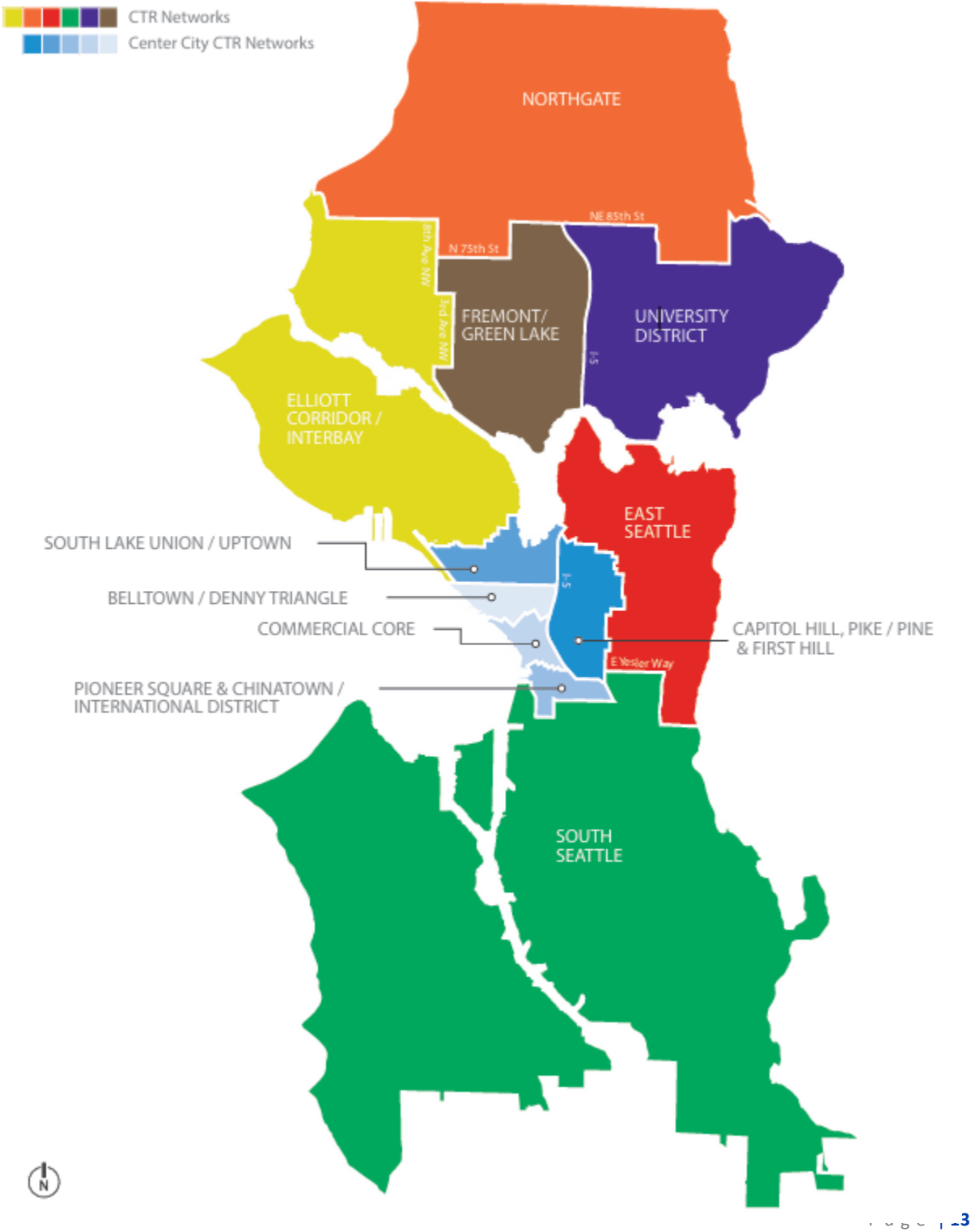
a. List performance targets that reflect only CTR-affected worksites

The following Drive Alone Rates represent Seattle's Commute Trip Reduction goals through the 2029 CTR Four-Year Plan year. The CTR program used a modal trip-based calculator created as part of the Seattle Transportation Plan to determine updated targets. Seattle has 11 CTR "networks" or neighborhood groups, each of which will have individual targets in addition to the citywide target.



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Network	2023/2024 DAR ACTUAL	2025/2026 DAR Target	2027/2028 DAR Target
Citywide	32.1%	26.2%	20.3%
Belltown & Denny Triangle	28.2%	22.3%	16.6%
Capitol Hill, Pike/Pine, & First Hill	43.1%	33.0%	29.1%
Commercial Core	18.7%	15.8%	12.8%
East Seattle	54.8%	48.2%	41.6%
Elliot Corridor/Interbay	29.2%	25.5%	21.7%
Fremont/Green Lake	34.6%	27.7%	20.7%
Northgate	61.8%	50.6%	39.5%
Pioneer Square & Chinatown/International District	21.2%	16.1%	11.0%
South Lake Union & Uptown	33.3%	26.7%	19.6%
South Seattle	58.9%	48.8%	38.7%
U District	38.7%	34.1%	29.5%





b. List any additional numeric performance targets.

Vehicle Miles Traveled (VMT) is tracked at a site and CTR network level with the goal of reducing VMT each CTR survey. The following VMT targets align with the City of Seattle’s proposed DAR reductions outlined above.

Network	2023/2024 VMT ACTUAL	2025/2026 VMT Target	2027/2028 VMT Target
Citywide	5.09	4.15	3.22
Belltown & Denny Triangle	4.33	3.42	2.55
Capitol Hill, Pike/Pine, & First Hill	6.88	5.27	4.65
Commercial Core	3.02	2.55	2.07
East Seattle	9.14	8.04	6.94
Elliot Corridor/Interbay	4.63	4.04	3.44
Fremont/Green Lake	4.00	3.20	2.39
Northgate	8.31	6.80	5.31
Pioneer Square & Chinatown/International District	3.44	2.61	1.78
South Lake Union & Uptown	4.88	3.91	2.87
South Seattle	11.35	9.40	7.46
U District	5.90	5.20	4.50

Greenhouse Gas Emissions (GHG) is tracked at a site and CTR network level with the goal of reducing GHG each CTR survey. **However, GHG is not currently used as a performance target for sites or CTR networks as part of the CTR program.**

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

a. Provide the number you’ll use as the starting point for each performance target. you’ll measure the difference between this number and your target, to report performance.

Performance targets will be tied to CTR survey results. We will establish a base value during the 2023-2025 survey cycle (Fall 2024) and measure progress using 2025-2027 (Fall 2026) and 2027-2029 (Fall 2028) survey results.



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

a. Provide the source for each base value listed.

Performance targets will be tied to CTR survey results. We will establish a base value during the 2023-2025 survey cycle (Fall 2024) and measure progress using 2025-2027 and 2027-2029 biennial survey results.

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

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

We will measure progress using the 2025-2027 and 2027-2029 biennial survey results.

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

a. List all your CTR-affected sites.

The below list reflects the City of Seattle's CTR-affected worksites listed as of August 27, 2024.

Company Name	State ID C-Code	CTR neighborhood
A Place for Rover, Inc.	C80197	Belltown & Denny Triangle Pioneer Square & Chinatown/International District
ABC Legal Services	C80198	East Seattle
Adaptive Biotechnologies	C80199	Fremont/Green Lake
Adobe Systems	C80200	Commercial Core
AECOM	C80201	South Lake Union & Uptown
Airbnb	C80202	South Lake Union & Uptown
Allen Institute	C80540	South Lake Union & Uptown
Amazon North of Denny	C80203	South Lake Union & Uptown
Amazon South of Denny	C80206	South Lake Union & Uptown
Apple	C80207	South Lake Union & Uptown
Asian Counseling and Referral Service (ACRS)	C80208	South Seattle
Avamere Rehabilitation	CXXXXX	South Seattle
Avanade, Inc.	C80209	Commercial Core
Avvo	C80210	South Seattle
Axon	C80211	South Seattle



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Ballard Fred Meyer	CXXXXX	Elliott Corridor/Interbay
Bank of America	C80212	Commercial Core
BDO USA LLP	C80213	Commercial Core
Ben Bridge Jeweler, Inc	C80214	Belltown & Denny Triangle
Benaroya Research Institute at Virginia Mason	CXXXX7	Capitol Hill, Pike/Pine, & First Hill
Best Buy Technology Development Center	C80215	South Lake Union & Uptown
Bill & Melinda Gates Foundation	C80217	South Lake Union & Uptown
Blackrock	C80218	Commercial Core
BloodworksNW (Puget Sound Blood Center)	C80219	Capitol Hill, Pike/Pine, & First Hill
BMW Seattle	C80562	South Seattle
Boyd Corp	C80274	Elliott Corridor/Interbay
Brighton Jones LLC	C80564	Belltown & Denny Triangle
Bristol Myers Squibb	C80220	South Lake Union & Uptown
Brooks Sports	C80221	Fremont/Green Lake
Brown and Caldwell	C80222	Commercial Core
Bruker Spatial Biology, Inc.	C80327	South Lake Union & Uptown
CallisonRTKL	C80223	Commercial Core
Cascade Designs Inc	C80225	South Seattle
Casey Family Programs	C80226	Belltown & Denny Triangle
CenturyLink	C80229	Belltown & Denny Triangle
City of Seattle - Charles Street	C80232	Pioneer Square & Chinatown/International District
City of Seattle - City Light North Service Center	C80236	Northgate
City of Seattle - City Light South Service Center	C80237	South Seattle
City of Seattle - Civic Center	C80231	Commercial Core
City of Seattle - Parks and Recreation Department	C80238	South Seattle
City of Seattle - Water Utilities Field Operation	C80235	South Seattle
City University of Seattle	C80239	Belltown & Denny Triangle
Committee for Children	C80242	Belltown & Denny Triangle
Community Health Plan of WA	C80243	Commercial Core
ComTech	C80244	Belltown & Denny Triangle
Convoy Inc	C80245	Commercial Core
Darigold, Inc.	C80248	South Seattle
Davis Wright Tremaine LLP	C80249	Commercial Core
Dell	C80250	Pioneer Square & Chinatown/International District
Deloitte	C80251	Commercial Core
Delta Dental of Washington	C80252	South Lake Union & Uptown



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Delta Marine Industries Inc	C80471	Outside Seattle
Docusign, Inc.	C80254	Commercial Core
DoorDash	C80563	South Lake Union & Uptown Pioneer Square & Chinatown/International District
Downtown Emergency Services Center	C80257	District
DSHS - Airport Way	C80438	South Seattle
DSHS - Cherry Street/Capitol Hill Community Service Office and Developmental Disabilities Administration	C80440	East Seattle
Edelman	C80259	Commercial Core
Elevate Outdoor Collective (formerly K2 Corporation)	C80261	Commercial Core Pioneer Square & Chinatown/International District
Evergreen Goodwill of Northwest Washington	C80275	District
Expedia	C80263	Elliott Corridor/Interbay
Expeditors International of Washington, Inc.	C80264	Commercial Core
ExtraHop Networks, Inc	C80265	Commercial Core
F5	C80266	Elliott Corridor/Interbay
First Choice Health, Inc.	C80267	Commercial Core
Foss Home	C80268	Northgate
Foster Garvey PC	C80545	Commercial Core
Four Seasons Hotel Seattle	C80557	Commercial Core
Fred Hutchinson Cancer Center	C80270	South Lake Union & Uptown Pioneer Square & Chinatown/International District
Getty Images	C80272	District
Gilead Sciences Inc.	C80273	East Seattle
Google Fremont	C80276	Fremont/Green Lake
Google SLU	C80277	South Lake Union & Uptown
Grand Hyatt Seattle	C80278	Belltown & Denny Triangle
Grange Insurance Association	C80279	Belltown & Denny Triangle
Greystar Management Services LP	C80281	Commercial Core
Harborview Medical Center	C80283	Capitol Hill, Pike/Pine, & First Hill
Hargis Engineers, Inc.	C80284	Commercial Core
HBO	C80285	Belltown & Denny Triangle
Holland America Group	C80286	South Lake Union & Uptown
HomeStreet Bank	C80287	Commercial Core
Horizon House	C80288	Capitol Hill, Pike/Pine, & First Hill
Impinj, Inc.	C80290	South Lake Union & Uptown
Indeed	C80291	Commercial Core



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Institute for Systems Biology	C80292	South Lake Union & Uptown
JPMorgan Chase	C80293	Commercial Core
K&L Gates LLP	C80294	Commercial Core
Kaiser Northgate	C80295	Northgate
Kaiser Permanente Central Campus	C80296	Capitol Hill, Pike/Pine, & First Hill
Kaiser Permanente Met Park	C80297	Belltown & Denny Triangle
Key Bank	C80299	Commercial Core
King County Government Atlantic/Central Base	C80305	South Seattle
King County Government Chinook Building	C80301	Commercial Core
King County Government Correctional Facility	C80304	Commercial Core
King County Government King County Courthouse	C80302	Commercial Core
King County Government King Street Center	C80307	Pioneer Square & Chinatown/International District
King County Government Youth Services Center	C80303	Capitol Hill, Pike/Pine, & First Hill
Kline Galland Home	C80565	South Seattle
KPFF Consulting Engineers	C80309	Commercial Core
KPMG LLP	C80310	Belltown & Denny Triangle
Labcorp	C80311	East Seattle
Lane Powell PC	C80312	Commercial Core
Liberty Mutual	C80313	Commercial Core
Lighthouse For The Blind Inc	C80314	South Seattle
LMN Architects	C80550	Commercial Core
Magnusson Klemencic Associates, Inc.	C80315	Commercial Core
Marchex	C80316	Commercial Core
MCG Health	C80317	Commercial Core
McKinstry	C80318	South Seattle
Mercer	C80319	Commercial Core
Meta - Arbor Blocks 300	C80561	South Lake Union & Uptown
Meta - Dexter	C80320	South Lake Union & Uptown
Meta - Stadium	C80321	South Seattle
MG2	C80322	Commercial Core
Miller Nash Graham & Dunn	C80323	Belltown & Denny Triangle
Milliman, Inc.	C80324	Commercial Core
Mithun	C80325	Commercial Core
Moss Adams LLP	C80326	Commercial Core



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NBBJ	C80328	South Lake Union & Uptown
NOAA Montlake	C80330	East Seattle
NOAA Sandpoint	C80329	U District
Nordstrom Store 1 Downtown Seattle	C80331	Commercial Core
Nordstrom Store 803/807 Employees and Product Group	C80332	Commercial Core
North Seattle College	C80333	Northgate
Northwest Administrators Inc	C80334	East Seattle
		Pioneer Square & Chinatown/International District
Northwest Justice Project	C80335	District
Oracle America, Inc	C80339	Commercial Core
Outdoor Research Inc	C80340	South Seattle
Pacific Northwest National Labs - PNNL	C80341	South Lake Union & Uptown
Pacific Research	C80472	Outside Seattle
PacMed Clinic Beacon Hill	C80343	South Seattle
PacMed Clinic Madison	C80344	Capitol Hill, Pike/Pine, & First Hill
Parametric	C80345	Belltown & Denny Triangle
PATH	C80346	Belltown & Denny Triangle
PCC Markets	C80348	Elliott Corridor/Interbay
PEMCO Insurance Company	C80349	South Lake Union & Uptown
Perkins Coie	C80351	Commercial Core
PitchBook	C80353	Commercial Core
PopCap (Electronic Arts)	C80260	Commercial Core
Port of Seattle	C80544	Belltown & Denny Triangle
PricewaterhouseCoopers	C80355	Commercial Core
Providence Mount St. Vincent	C80356	South Seattle
Publicis	C80357	South Lake Union & Uptown
Qualtrics	C80358	Commercial Core
Redfin	C80547	Belltown & Denny Triangle
Renaissance Seattle	C80361	Commercial Core
Russell Investments	C80362	Commercial Core
Salesforce	C80398	Fremont/Green Lake
Saltchuk	C80269	Elliott Corridor/Interbay
Sea Mar Community Health Centers	C80363	South Seattle
Seattle Aquarium	C80559	Commercial Core
Seattle Art Museum	C80364	Commercial Core
Seattle Central College	C80365	Capitol Hill, Pike/Pine, & First Hill
Seattle Children's 818 Stewart	C80372	Belltown & Denny Triangle



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Seattle Children's Building Cure/Olive Lab	C80371	Belltown & Denny Triangle
Seattle Children's Hospital	C80369	U District
Seattle Children's Jack MacDonald Building/West 8th	C80366	Belltown & Denny Triangle
Seattle Children's Magnuson (formerly 70th and Sand Point Way)	C80370	U District
Seattle Children's Research Institute 307 Westlake	C80368	South Lake Union & Uptown
Seattle Convention Center	C80560	Commercial Core
Seattle Housing Authority	C80374	South Lake Union & Uptown
Seattle Mariners	C80567	South Seattle
Seattle Metropolitan Credit Union (SMCU)	C80375	South Seattle
Seattle Pacific University	C80376	Elliott Corridor/Interbay
Seattle School District Stanford Center	C80377	South Seattle
Seattle University	C80378	Capitol Hill, Pike/Pine, & First Hill
Security Properties	C80379	Commercial Core
Sellen Construction Company	C80381	South Lake Union & Uptown
Shannon and Wilson, Inc.	C80541	Fremont/Green Lake
Sheraton Seattle Hotel	C80542	Commercial Core
Sinclair Broadcast Group	C80382	South Lake Union & Uptown
Slalom LLC	C80383	Pioneer Square & Chinatown/International District
Snap Inc	C80546	Commercial Core
Sound Transit	C80384	Pioneer Square & Chinatown/International District
South Seattle College	C80385	South Seattle
SSA Marine	C80387	South Seattle
Starbucks Coffee Company	C80388	South Seattle
State of Washington Attorney General's Office	C80436	Commercial Core
Stoel Rives LLP	C80389	Commercial Core
Swedish Medical Center Ballard	C80396	Elliott Corridor/Interbay
Swedish Medical Center Cherry Hill	C80394	East Seattle
Swedish Medical Center First Hill	C80397	Capitol Hill, Pike/Pine, & First Hill
Swedish Medical Center Met Park	C80391	Belltown & Denny Triangle
Swedish Medical Group Bank of America	C80392	Commercial Core
Swedish Medical Group Cherry Hill	C80393	East Seattle
Swedish Medical Group Minor & James Medical Clinic	C80395	Capitol Hill, Pike/Pine, & First Hill



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TEGNA	C80300	South Seattle
The Boeing Company	C80399	South Seattle
The Fairmont Olympic Hotel	C80400	Commercial Core
The Polyclinic Madison	C80401	Capitol Hill, Pike/Pine, & First Hill
The Seattle Times	C80403	South Lake Union & Uptown
The Westin Seattle	C80404	Belltown & Denny Triangle
Tommy Bahama Group, Inc	C80405	South Lake Union & Uptown
Transforming Age Associates Skyline Branch	C80558	Capitol Hill, Pike/Pine, & First Hill
Trident Seafoods Corporation	C80407	Elliott Corridor/Interbay
Trupanion	C80566	South Seattle
U.S. Bank	C80417	Commercial Core
Uber Technologies Inc.	C80408	Commercial Core
UBS Financial Services Inc.	C80409	Commercial Core
United Parcel Service	C80410	South Seattle
United Way of King County	C80411	Commercial Core
University of Washington Main Campus	C80415	U District
University of Washington Medical Center Northwest	C80414	Northgate
University of Washington SLU School of Medicine	C80413	South Lake Union & Uptown
US Army Corp of Engineers	C80543	South Seattle
US Coast Guard Pier 36	C80418	South Seattle
US Govt. - Dept of Veterans Affairs	C80421	Commercial Core
US Govt. - EPA	C80423	Commercial Core
US Govt. - Federal Bureau of Investigation	C80424	Commercial Core
US Govt. - Health and Human Services	C80425	Commercial Core
US Govt. - Housing/Urban Development	C80419	Commercial Core
US Govt. - Internal Revenue Service	C80426	Commercial Core
US Govt. - US Attorney's Office	C80416	Belltown & Denny Triangle
USI Kibble & Prentice	C80428	Commercial Core
UW Physicians	C80429	Commercial Core
VA Hospital (Puget Sound Health Care)	C80420	South Seattle
Virginia Mason Medical Center First Hill	C80430	Capitol Hill, Pike/Pine, & First Hill
Vulcan LLC.	C80432	Pioneer Square & Chinatown/International District
Walt Disney Technology Solutions and Services	C80433	Commercial Core
Washington Athletic Club	C80434	Commercial Core
Washington Federal	C80435	Commercial Core
Washington State Bar Association	C80437	Commercial Core



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Washington State Ferries	C80441	Belltown & Denny Triangle Pioneer Square & Chinatown/International District
WatchGuard Technologies, Inc.	C80442	
Wells Fargo Bank	C80443	Commercial Core Pioneer Square & Chinatown/International District
Weyerhaeuser	C80444	
Williams Kastner	C80445	Commercial Core
Willis Towers Watson	C80539	Commercial Core
Woodland Park Zoo	C80446	Fremont/Green Lake
WSP USA	C80447	Commercial Core
YMCA Downtown	C80448	Commercial Core
ZGF Architects LLP	C80449	Commercial Core
Zillow, Inc.	C80450	Commercial Core

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

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

Each worksite is in 1 of 11 Seattle CTR networks. Each network has its own goal outlined in section **Performance Targets - 5. List your jurisdiction's CTR performance target(s)** above. In the list of worksites above, the list includes each worksite's CTR network. This can be compared with CTR network goals from 2024 through 2029 in section 5.

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.

Each site will use the Fall 2024 CTR survey for its base value.

Services and Strategies

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

CTR Support: SDOT, through a contract with Commute Seattle (our local Transportation Management Association (TMA)), provides support to CTR-affected employers in the city, including employers' CTR program development, implementation, and surveying.

In addition, SDOT identified the following strategies to further support employers in achieving their CTR targets:



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- **Update the CTR policy:** Redefine a CTR-affected employee to include employees who telecommute full-time, part-time, or occasionally to align with WSDOT guidance.
 - **Reach new employers:** Review employment data to identify newly established businesses that may be CTR-affected.
 - **Strategically expand the CTR survey:** Consider additional questions to understand PM commutes, multi-leg trips, program effectiveness, and even capturing all trips.
 - **Facilitate benchmarking and sharing of best practices:** Support a regional CTR dashboard and best practice to CTR-affected employers to help with benchmarking, sharing of knowledge and networking.
 - **Strengthen program marketing:** Adopt the Flip Your Trip brand consistently as the city's TDM branding and develop a social media strategy to reach more people.
1. **Develop refreshed custom resources:** Develop new resources tailored to different audiences (e.g., shift workers, hospitality workers, etc.) to secure buy-in and engagement.
- **Build and maintain a TDM Inventory:** Track and promote all mobility initiatives and programs in the region.

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

- **SDOT CTR requirements:** The City of Seattle's CTR program requires employers to offer staff two strategies from three different categories that support non-drive alone trip use: Category A – Employee information and amenities; Category B – Subsidies and modal support ; Category C – Parking management. Adherence and provision of these strategies is confirmed through a site's biennial CTR Program Report submission.
- **Commute Seattle:** SDOT is a funding partner of Commute Seattle, the city's TMA, that provides compliance support, resources, and survey assistance to CTR-affected employers and the City's Transportation Management Program-affected buildings. With Commute Seattle, CTR employers are able to get program support and have a one-stop-shop for questions and support.
- **ORCA Business Program:** Local transit agency King County Metro offers two transit benefit programs – ORCA Business Choice and ORCA Business Passport – to help employers comply with CTR requirements and provide transit benefits to employees. These programs are advertised through SDOT's partner organization, Commute Seattle.
- **Seattle Ordinance 123397:** Established the Seattle Transportation Benefit District (STBD) to support transportation investments. These transportation investments allow CTR employees to choose among various non-drive alone options to commute.
- **Seattle Commuter Benefit Ordinance:** This 2020 ordinance requires for-profit employers with more than 20 employees worldwide to offer pre-tax payroll deduction for transit passes or to



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achieve compliance through the purchase of transit passes for staff through the ORCA Business Program. This ordinance impacts a large number of CTR employers who must, at a minimum, allow their staff to pay for their own transit passes via pre-tax payroll deductions.

- **Flip Your Trip:** SDOT's TDM marketing program that provides communications, education, and occasionally incentives to encourage the use of transportation options. CTR employers, along with Seattle residents and visitors, are provided tools through Flip Your Trip to advertise commute alternatives to their employees.
- **Transit GO Ticket app:** This app may be leveraged to provide rewards for non-driving trips in partnership with King County Metro and other regional agencies. In addition, Transit GO offers a digital ticketing option for many Puget Sound transit providers whose transit pass cards are not fully digitized as of Autumn 2024. CTR employers, employees, residents and visitors can all take advantage of this fare payment option to incentivize non-drive alone trips.
- **CTR Surveys:** CTR Surveys help SDOT collect and analyze data about employers and their employees' commutes as it relates to the CTR program. This data is then shared with CTR employers who can track their progress at reducing DAR and VMT.
- **CTR Program Reports:** CTR Program Reports help SDOT collect and analyze data about employers and their commuter benefits as it relates to the CTR program and SDOT CTR requirements (described below).

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

a. Describe how you'll address these barriers.

- **Funding:** While CTR funding has increased significantly under a new funding formula launched in the most recent WSDOT 2023-2025 biennium, it is not certain that funding will continue at this level. Therefore, the uncertainty of future funding may impact SDOT's ability to provide the same level of support to more CTR-affected employers and ongoing marketing efforts via Flip Your Trip.

Proposed mitigation: Staff will reserve team capacity to pursue grant funding opportunities.

- **Staff capacity:** While SDOT has a dedicated CTR & TDM Lead, the position's bandwidth is already full managing existing program elements. Therefore, if SDOT seeks to expand the CTR program and reach new CTR-affected employers, additional capacity will be needed.

Proposed mitigation: Explore scalable solutions to staff capacity issues including new or expanded partnerships with partner organizations.

- **Shift-based employee schedules:** Employees working shift schedules have fewer transportation options, whether because transit schedules do not align with their commuting windows or there are fewer potential carpool/vanpool options. East Seattle and U District, for example, failed to meet their 2021/2022 Drive Alone Rate targets, potentially due to the large number of medical facilities located there.



Proposed mitigation: Meet with employers and local organizations representing shift workers to co-create solutions.

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

- **Flip Your Trip Program:** The platform will serve as SDOT's public-facing brand for regular, ongoing communications across all TDM programs. This could be amplified by leveraging Transit GO or another fares / incentives platform and capitalizing on the data collection opportunities via social media and digital advertising.
- **Seattle Climate Calculator:** This model enables users to test different combinations and intensities of strategies to gauge their potential impact. This helps the city with both planning transportation investments as well as tracking program impact against GHG and VMT reductions.
- **CTR Power BI Dashboard:** Commute Seattle hosts a dashboard to help CTR-affected employers benchmark against other employers in their neighborhood and industry using CTR survey data.

16. Transcribe or link to your local CTR ordinance.

https://library.municode.com/wa/seattle/codes/municipal_code?nodeId=TIT25ENPRHIPR_CH25.02COTRRE

17. Describe your financial plan.

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

In the past, SDOT has primarily planned its CTR program around available funding. As State funding had remained flat at \$897,500, the program had struggled to maintain the same level of benefits to CTR-affected employers.

SDOT is committed to supporting the City's Climate Change Response Framework goals and has identified additional strategies to expand the CTR program (strategies listed in question 1 in the Services and Strategies section), which would cost an additional \$70,000-\$125,000 per year. Additional CTR funding that was provided in the WSDOT 2023-2025 biennium, if continued, will allow for additional new strategies and program expansion/extension to continue.

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

City Funds: support staff costs.

State CTR: for programming to support CTR-affected employers and our TMA partners at Commute Seattle.



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Other grants: SDOT will explore other local, state and federal grant opportunities which may support operational costs as well as new initiatives that will benefit CTR-affected employers, such as CMAQ grants that can leverage CTR programming in Downtown Seattle for additional reach.

18. Describe your implementation structure.

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

SDOT Transportation Options Group: lead or oversee all activities

Other City of Seattle departments: partners in identifying and engaging with new employers

Commute Seattle: employer engagement, compliance, and communications support

WSDOT/Metro/Sound Transit/PSRC: partners on regional efforts such as the TDM inventory, CTR policy updates, or providing transit services marketed through CTR

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

Matthew Trecha, Transportation Demand Management Lead, Seattle Department of Transportation

Sarah Spicer, Transportation Options Manager, Seattle Department of Transportation

19. List your implementation schedule.

a. Provide the timeline for anticipated projects.

Most strategies will be initiated during this upcoming biennium (2025-2027) and continue work previously undertaken in the 2023-2025 biennium:

- Reach new employers
- Expand the CTR survey's data analysis
- Facilitate benchmarking and sharing of best practices
- Strengthen program marketing
- Develop custom resources
- Build and maintain a TDM Inventory

20. Describe the CTR plan for jurisdiction employees.

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.



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The City of Seattle's *MyTrips* program offers City employees:

- fully subsidized ORCA transit passes and vanpool + vanshare services
- fully subsidized Washington State Ferry passes
- a comprehensive Guaranteed Ride Home program
- bicycle commuter programs including showers and towel service
- occasional mode-based incentives to reward employees for their non-SOV commutes
- individualized commute plans for non-SOV commutes

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

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

The City is leading by example for what a robust, effective CTR program could look like in Seattle. With many CTR-affected worksites in Seattle, this program also helps the City understand the challenges and support required for a successful CTR Program which will inform the types of education, programming, and marketing needed. This is particularly important in the City's efforts to provide more data for benchmarking and sharing best practices.

The *MyTrips* program also directly reinforces the success of the CTR Plan by contributing to the City's DAR/VMT reduction goals. For example, 77% of all City employees use a commute options other than driving alone and, for downtown employees that number is 92%.

In addition, the City of Seattle is one of the largest employers in the City representing over 13,000 employees (or around 5% of the total CTR-affected worksite employee population) – the success of the CTR program in the City of Seattle could not happen without partnership from the implementing jurisdiction.

Alignment with plans

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

- | | |
|---------------------|-----------------------------------|
| • King County Metro | • Seattle Center Monorail |
| • Sound Transit | • WSDOT-supported Amtrak Cascades |
| • Community Transit | • WSDOT Ferries |
| • Kitsap Transit | • Seattle Streetcar |

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

- Puget Sound Regional Council (PSRC) Vision 2050



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- Puget Sound Regional Council (PSRC) Regional Transportation Plan
- King County Metro: RapidRide Expansion
- King County Metro Connects Long-Range Plan
- Sound Transit: System Expansion
- Sound Transit: Transit Development Plan
- Community Transit – Long Range Plan (Journey 2050)
- Kitsap Transit Long Range Transit Plan (2022-2042)
- Amtrak Cascades WSDOT Service Plan
- WSDOT State Ferries Long Range Plan

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

As Seattle was identified as a growth area in the region, each transit agency has at least one transit improvement in the city. For example, Metro is partnering with the City to identify potential improvements to existing and future RapidRide lines, Sound Transit partners with the City on light rail expansion, and WSDOT and King County / Kitsap Transit partner to provide ferry services and access.

The CTR plan supports all the transit plans listed above by making CTR-affected employers and their employees aware of the existing and upcoming transit improvements and programs available to them. The CTR plan also supports transit agencies reach their VMT and GHG goals by reaching over 250,000 employees who use the region's transportation system and encouraging them to use transit or vanshare/vanpool services.

Lastly, the CTR plan may leverage or coordinate with other TDM programs managed by transit agencies, thus more efficiently using the region's resources to reduce barriers to using transit, maximize the value of transit investments, reducing environmental pollution, and help the transportation system work better.

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

The City of Seattle is in the process of updating its One Seattle Comprehensive Plan to lay the roadmap for where and how the City will grow and has recently adopted the Seattle Transportation Plan (STP) to guide SDOT's priorities and transportation investments for the next 20 years. This Plan supports economically vibrant neighborhoods across the City with focused growth near transit, including light rail and high-quality bus service, and neighborhood business districts, so residents can meet their everyday needs nearby without needing a car. In addition, the City's Transportation Options team, which oversees the CTR Program, is developing an internal workplan document for the City of Seattle's TDM Program's 5-Year Strategic Plan to guide internal team deliverables. This work will influence how the team will continue to support the CTR program as well as expand its TDM programs' reach through 2030. Therefore, no additional comprehensive plan updates are currently needed.



Engagement

26. Describe stakeholder engagement.

a. Who did you talk to?

SDOT engaged with CTR-affected employers and employees as part of the CTR Program through surveys and in-person conversations, including:

- Large employers
- Public health agencies (i.e. large hospitals)
- Government agencies such as King County Government and the US Government
- Employees of CTR-affected employers

SDOT also partnered with several community-based organizations (CBOs) to engage with vulnerable populations for their feedback as part of the Seattle Transportation Plan (STP) development (see question 2) which directly influences how the CTR program is run in the City of Seattle.

b. When did you talk to them?

- CTR-affected employers were engaged as part of the 2023 biennial survey period as well as at events hosted by Commute Seattle between 2018-2022.
- STP development, including Community-Based Organization (CBO) engagement, was finalized in late 2023.

c. What did they have to say?

CTR-affected employers shared that they wanted:

- More networking, in-person events, educational tours, and 1:1 support
- More information about events and transportation projects in Seattle
- More support for property managers in getting company buy-in and support and demonstrating the value of CTR strategies
- Hearing from other employers about their challenges/best practices, how they are navigating the hybrid work schedule
- More biking related events

d. How did what they said influence the plan?

Feedback from CTR-affected employers was taken into consideration in the development of the CTR Plan, including:

- **Networking and knowledge sharing:** creating more opportunities for employers to network, share best practices, and benchmark against one another through virtual and in-person events and technology.



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- **Expanding the definition of an employee:** to take into consideration new work schedules to ensure that these employees are not only accounted for in surveys but supported through the CTR plan in alignment with WSDOT guidance.
- **Providing more information about local and regional programs:** Employers appreciated learning about upcoming transportation projects in Seattle as well as other programs available to their employees. Developing a TDM inventory will not only help SDOT keep track of all mobility and TDM programs available in the region, but also better market and connect employers to those resources.

27. Describe vulnerable populations considered.

The Commute Trip Reduction program's 2025-2029 plan leveraged outreach conducted as part of the Seattle Transportation Plan's Community Based Organization (CBO) conversations and engagement during the same project period. Using community input collected the first time, and not approaching community with the same questions for multiple projects is an important aspect of building community trust and our Commute Trip Reduction plan used feedback collected in real-time to inform the 2025-2029 CTR plan.

These CBOs work closely with the communities they serve, often providing educational and cultural services, gathering spaces, fostering community connections, and advocating on their behalf. The communities engaged as part of this CBO contracted engagement included:

- **BIPOC (Black, Indigenous, People of Color) communities:** In addition to possible cultural differences, these communities are more likely to have lower incomes than what is considered middle class in Seattle, work shift hours, and have longer commute times. This directly impacts their housing and transportation burden as well as their ability to access affordable, reliable public transportation options.
- **Elderly and youth:** The elderly and youth experience transportation differently. Elderly individuals are more likely to be non-English speaking, have limited income, and have less access to technology to help navigate the transportation system. Youth riders are new to the system and need age-appropriate information and training to get to school and other destinations.
- **Indigenous peoples:** there is a history of environmental injustice done to Seattle's Native and Indigenous communities through redlining, pollution and contamination associated with the industrial uses surrounding their land, as well as displacement and the lack of access to safe and affordable transportation options.

28. Describe engagement focused on vulnerable populations.

a. Who did you talk to?

As described above, SDOT, through several CBOs, spoke with:



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- **Asian Pacific American Labor Alliance:** surveyed and interviewed BIPOC residents and workers to learn about their experiences with access to affordable housing and transportation in the city.
- **Duwamish Valley Sustainability Association:** three POC youth leaders engaged with the South Park residents to understand the community's needs and challenges through lived experiences.
- **Estelita's Library:** had conversations with BIPOC community members to understand their current and future needs as it relates to housing, community development, and transportation.
- **Khmer Community of Seattle King County in partnership with Noio Pathways and KIMYUNITY:** a year-long, immersive civic engagement project focused on elders and youth and rooted in learning about Seattle histories and current issues, and creating space and opportunity for new voices to share their opinions on what an ideal city would look like for them.
- **sləp̓iləbəxʷ (Rising Tides) Indigenous Planning Group which includes the Pah-tu Pitt (Confederated Tribes of Warm Springs member) and Demarus Tevuk (Inupiaq, Nome Eskimo Community):** American Indian and Alaska Native community members who live and work in Seattle participated in a listening session facilitated by sləp̓iləbəxʷ (Rising Tides) to provide their input to the draft Seattle Transportation Plan (STP).

b. When did you talk to them?

Between March 2022 and October 2023

c. What did they have to say?

- **Increase access to public transportation:** not only by increasing bus frequency and routes but also through subsidies to ensure transit is affordable. This is particularly true for workers whose employers do not provide a benefit.
- **Increase safety on transit:** through direct communications about incidents as well as training and resources for how to use the system safely. Supportive infrastructure, such as lighting and protected walkways, goes a long way in making people feel safe.
- **Pursue local service transportation options to complement mobility gaps:** transportation programs should be specific to local conditions and needs.
- **Increase connectivity to key locations:** consider access to key destinations such as SeaTac International Airport, cultural centers, healthcare/childcare, or employment hubs. In addition, there should also be consideration to where people live and the options available to them (suburbs, edge of the city).
- **Collaborate with mobility apps to create affordable options:** where transit is unreliable or inaccessible, consider other transportation options to get people affordably where they need to go.
- **Provide subsidies for transportation options:** providing subsidies or discounts, such as for transit or e-bikes, will allow more people to use other transportation options.
- **Create resources in-language:** provide signage and resources in different languages.
- **Develop transit curriculum:** create transit education for youth, limited-English community members, and recent immigrants to explain how to use ORCA cards and public transit.



Seattle Department of Transportation

- **Provide options for non-office workers:** consider options for those who do not work 9-5 jobs, such as those who work shift and off-peak schedules or the weekend.

d. How did what they said influence the plan?

Due to the broader purview of the feedback received as part of this development process, feedback was used to inform the high-level goals and vision for the next CTR plan, such as:

- **Reaching new employers and employees:** this engagement pushed SDOT to think beyond the typical office-based commuters and the types of transportation options that would be applicable to them. For example, employees working shift and off-peak schedules may not have the same type and level of access to transportation. Therefore, the CTR plan aims to better tailor transportation options marketing and programming to their unique needs and challenges.
- **Support people walking, rolling, biking, and taking transit:** while the CTR Plan focuses on CTR-affected employees, general TDM marketing, outreach, and programming can be applied to non-commute trips as well. This also has indirect benefits for CTR-affected employees as there are fewer cars on the road and a critical mass taking transit, walking, rolling, or biking.
- **Develop inclusive resources:** ensuring resources and information is available in multiple languages and on multiple platforms to ensure a broad distribution of materials.

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

CTR-affected employers asked for more:

- Networking and connections to other employers and organizations
- Educational tours of commuter facilities and in-person events
- Information about upcoming transportation projects and Commute Seattle events
- More community engagement for biking in the city
- More access to transportation information from partners
- Positive reinforcement for current cyclists
- Better defined remote worker CTR policies
- Strong interest for in-person site consultation offering
- Fee-for-service offerings to additional TDM support, such as hosting a transportation fair
and
- Supporting Employee Transportation Coordinators (ETC) with a 'sales pitch' for TDM investments.

This feedback went directly into the Work Plan for Commute Seattle, the organization supporting SDOT with the implementation of the CTR Plan. Changes included:

- Additional in-person events and presentations (networking, educational tours, information sessions)



Seattle Department of Transportation

- More bike-related programming and engagement
- More guidance as it relates to how to support and survey remote and hybrid workers
- Adding and planning out Spring consultations prior to the survey period.

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

As described above, engagement with vulnerable populations was conducted to inform the development of the STP, which has since been adopted, as well as the One Seattle Plan, which is in draft form. These two plans will then guide how the City will support vulnerable populations in the future.

Regional transportation planning organization CTR plan review

RTPO comments

As the Regional Transportation Planning Organization for King, Kitsap, Pierce, and Snohomish counties, PSRC is responsible for reviewing the local CTR plans for all CTR-affected jurisdictions in the four-county region for consistency with the regional plan. The Regional Transportation Plan (RTP) (2022-2050) implements the VISION 2050 regional growth strategy, outlines Transportation Demand Management (TDM) and other mobility priorities for the region and serves as PSRC's current regional plan.

PSRC finds the draft CTR plan to be consistent with the RTP based on its review, summarized in the attached document. PSRC will continue to engage with this jurisdiction on this local CTR plan and other TDM efforts as we develop the Regional Transportation Plan (2026-2050), which will serve as the regional CTR plan in addition to meeting other federal and state requirements. PSRC asks for continued engagement with them in the development of that plan.

SUMMARY and FISCAL NOTE

Department:	Dept. Contact:	CBO Contact:
SDOT	Bill LaBorde	Christie Parker

1. BILL SUMMARY

Legislation Title: AN ORDINANCE relating to Seattle’s Commute Trip Reduction (CTR) program; adopting an updated CTR Plan; updating references to state law; and amending Sections 25.02.020, 25.02.030, 25.02.040, 25.02.050, 25.02.090, and 25.02.100 of the Seattle Municipal Code.

Summary and Background of the Legislation:

This proposed legislation serves two purposes:

- 1) Adopts the City of Seattle’s 2025-2029 Commute Trip Reduction (CTR) Plan (“Plan”) as the local plan document guiding the program. The City of Seattle is required by the State of Washington to have an up-to-date local plan to govern its local CTR program (RCW 70A.15.4000 through 70A.15.4110). The previously adopted plan dates from 2019 (see Ordinance 125885).

The Plan adopted by this legislation includes:

- The summary of benefits derived from the CTR program
 - Updated CTR performance targets for Seattle:
 - By 2029, the citywide Drive-Alone Rate target is 20.3%
 - Vehicle Miles Traveled (VMT) per employee target is 3.22 by 2029.
 - Services and strategies used to achieve CTR targets
 - The 2025-2029 CTR Plan’s alignment with local and regional plans
 - Stakeholder engagement
- 2) Updates key definitions within Chapter 25.02 of the Seattle Municipal Code, including defining “affected employees” as employees who telework so long as certain conditions are met. These updates clarify existing program elements for the large employers affected by the CTR program. The legislation also adds subsidies for shared mobility memberships and the provision of assets for remote office setup as potential strategies to achieve CTR goals.

Background: SDOT has been an implementing agency of Washington’s statewide CTR program as defined by the state’s Clean Air Act since the Act’s passage in 1991. The CTR program was initially designed to reduce congestion, pollution, and consumption of resources – namely fossil fuels – in the most congested parts of the state by reducing the number of employees who commute in single occupancy vehicles (e.g. drive alone) to work at large worksites within affected jurisdiction. We now also note that reducing the use of fossil fuels and the number of single occupancy vehicles (SOVs) on the road contributes significantly to

Seattle's success in reaching goals established in the Climate Change Response Framework (CCRF), which was unanimously adopted by City Council in 2023.

The State of Washington requires that implementing agencies have an up-to-date local plan to guide its local CTR program. This legislation adopts Seattle's plan for the 2025-2029 biennia including updated drive alone rate targets; it also updates ordinance language to clarify program compliance elements for large employers impacted by state and local law.

2. CAPITAL IMPROVEMENT PROGRAM

Does this legislation create, fund, or amend a CIP Project? ☐ Yes ☒ No

3. SUMMARY OF FINANCIAL IMPLICATIONS

Does this legislation have financial impacts to the City? ☐ Yes ☒ No

3.d. Other Impacts

Does the legislation have other financial impacts to The City of Seattle, including direct or indirect, one-time or ongoing costs, that are not included in Sections 3.a through 3.c? If so, please describe these financial impacts.

No.

If the legislation has costs, but they can be absorbed within existing operations, please describe how those costs can be absorbed. The description should clearly describe if the absorbed costs are achievable because the department had excess resources within their existing budget or if by absorbing these costs the department is deprioritizing other work that would have used these resources.

N/A

Please describe any financial costs or other impacts of *not* implementing the legislation.

Yes. This ordinance is a requirement for renewal of WSDOT's biennial TDM / CTR Grant Program tied to implementation of the Washington State Clean Air Act, RCW 70A.15.4000 through 70A.15.4110. In 2023-2025, this biennial grant provided \$1,459,100 to the City of Seattle. For the City to continue receiving this funding for the 2025-2027 and 2027-2029 biennia, an updated plan is required and thus this legislation must be passed.

Please describe how this legislation may affect any City departments other than the originating department.

For Office of Sustainability and the Environment, the updated adopted plan lists key performance targets that are key to reaching climate and transportation goals expressed in the City of Seattle Climate Change Response Framework and the Seattle Transportation Plan that will also be reflected in the One Seattle Comprehensive Plan Major Update.

4. OTHER IMPLICATIONS

- a. **Is a public hearing required for this legislation?**
No
- b. **Is publication of notice with The Daily Journal of Commerce and/or The Seattle Times required for this legislation?**
No
- c. **Does this legislation affect a piece of property?**
No
- d. **Please describe any perceived implication for the principles of the Race and Social Justice Initiative.**
 - i. **How does this legislation impact vulnerable or historically disadvantaged communities? How did you arrive at this conclusion? In your response please consider impacts within City government (employees, internal programs) as well as in the broader community.**

The Commute Trip Reduction Plan is citywide, though it is most impactful in the Center City, University District, Northgate and other centers/neighborhoods with high concentrations of commercial development and large employers. The proposed changes to the Seattle Municipal Code do not change the populations or communities affected by the original legislation. The reductions in air contaminants that come with reducing drive alone rates do provide a greater benefit in parts of the city closer to state highways and other commute corridors, such as the I-5, I-90 and SR 99 corridors. Communities of color tend to be more concentrated along these corridors and, therefore, bear more of the brunt of air quality impacts that are shown to be alleviated by CTR programs
 - ii. **Please attach any Racial Equity Toolkits or other racial equity analyses in the development and/or assessment of the legislation.**
N/A
 - iii. **What is the Language Access Plan for any communications to the public?**

Outreach is directed through designated representatives of eligible employers (100+ employees).
- e. **Climate Change Implications**

i. Emissions: How is this legislation likely to increase or decrease carbon emissions in a material way? Please attach any studies or other materials that were used to inform this response.

This legislation enables continued implementation of a program that has well documented support of reducing carbon emissions. While the city continues to add employees and employers, the CTR program has supported lower greenhouse gas (GHG) emissions on a per employee basis.

Employers participating in the program have seen their per employee MTCO₂e* decrease from 1.43/employee/year in 2007/2008 to 0.73/employee/year in 2021/2022 and 0.66 MTCO₂e in 2023/2024 (note: WSDOT calculations integrated fuel source – e.g. electric vehicles – into surveys for the first time in 2023/2024). Not all of this change can be attributed specifically to the CTR program; however, the CTR program is what allows the City to measure this change at large affected employers who represent 225,000+ employees at 250+ worksites across the City. The CTR program’s regulatory framework and encouragement of sustainable trip making supports progress towards citywide climate targets.

** MTCO₂e= metric tons of carbon dioxide equivalent emissions*

ii. Resiliency: Will the action(s) proposed by this legislation increase or decrease Seattle’s resiliency (or ability to adapt) to climate change in a material way? If so, explain. If it is likely to decrease resiliency in a material way, describe what will or could be done to mitigate the effects.

This legislation will continue an existing program that is key to increasing Seattle’s resilience in the face of climate change by promoting sustainable commute options for workers within the City of Seattle. The CTR program has successfully measured and participated in the material reduction in drive alone commute rates at Seattle-located large worksites from 37% of commuters in 2007/2008 to 28.4% in 2019/2020 (note: data is from 2019) and to 20.5% in 2021/2022. Following a return to office for many large employers during the 2023/2024 period, the drive alone commute rate was 32.1%. The CTR program allows for the City to directly communicate with these employers and employees to influence a return to pre-pandemic drive alone rates of below 29%, support adoption of new transportation options built since 2020, and communicate worksite commute benefits through CTR communications channels.

The program also requires large employers to maintain compliance via a good-faith effort to achieve targets at worksites, ensuring buy-in and partnership between the City and key private sector stakeholders.

f. If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program’s desired goal(s)? What mechanisms will be used to measure progress towards meeting those goals?

The City of Seattle Commute Trip Reduction Four-Year Plan Update adopted via this legislation updates the long-term measurable targets for the Drive Alone Rate (DAR) and

Vehicle Miles Traveled (VMT) by employees at program worksites. Data modeling completed for the City's Climate Change Response Framework ensured that these targets were feasible and recommended as part of the city's overall climate strategy, and a subset of citywide targets were developed to apply to only commute trips at CTR affected worksites. These goals and targets are required by the state in a compliant four-year CTR plan and are fully explained in the Plan document attached to this legislation. Beyond these targets, the City's CTR program also tracks a number of other key metrics related to its ongoing impacts, including: number of affected, engaged, and compliant worksites; number of employees at those worksites; industry type and worker demographics; Transportation Management Program compliance (requirements related to large building site Master Use Permits); qualitative data reflecting traveler and employer motivations; impact of transportation subsidies; equity impacts related to the program's reach within the City's Race and Social Equity (RSE) priority areas, and more. These metrics provide additional insight related to the programs ongoing impacts and efficacy beyond its core metrics (i.e., tracking drive alone rate and vehicle miles travelled).

- g. Does this legislation create a non-utility CIP project that involves a shared financial commitment with a non-City partner agency or organization?**

N/A

5. ATTACHMENTS

Summary Attachments: None.

An aerial photograph of a suburban neighborhood with a city skyline in the background. The foreground shows a residential street with houses and trees. In the distance, a large body of water is visible, and beyond that, a city skyline with several tall buildings. The sky is overcast.

Commute Trip Reduction Plan 2025-2029

Transportation Committee

June 3, 2025

Our Vision, Values, & Goals

Vision:

Seattle is an equitable, vibrant, and diverse city where moving around is safe, fair, and sustainable. All people and businesses can access their daily needs and feel connected to their community.

Values & Goals:

Safety, Equity, Sustainability, Mobility & Economic Vitality, Livability, Maintenance & Modernization, and Excellence.

Presentation Outline – Council Bill 120984

1. Background
2. Updated 2025-2029 Commute Trip Reduction (CTR) Plan
3. Legislation overview and next steps

Council Bill 120984

- Adopt 4-year Commute Trip Reduction (CTR) administrative plan, a WSDOT requirement by **June 30, 2025 deadline or risk losing funding***
- Update Drive Alone Rate employer targets through 2029, aligning with Seattle Transportation Plan goals
- Approve employers' available tactics to support CTR compliance

***\$1.45 million in 2023-2025 biennial grant funding round**



Commute Trip Reduction Overview

- The Commute Trip Reduction (CTR) Law is a Washington State law, first passed in 1991.
- As a CTR-affected jurisdiction, the City of Seattle adopted a local CTR ordinance, in the SMC, that sets guidelines for participating employers.
 - CTR requires participation from employers with over 100 employees who begin work from 6:00-9:00 AM
- CTR encourages reduced drive-alone commutes through collaboration with large employers
- **WSDOT requires Seattle to adopt an updated CTR Plan for 2025-2029 by June 30, 2025—or risk losing funding for commute reduction programming**



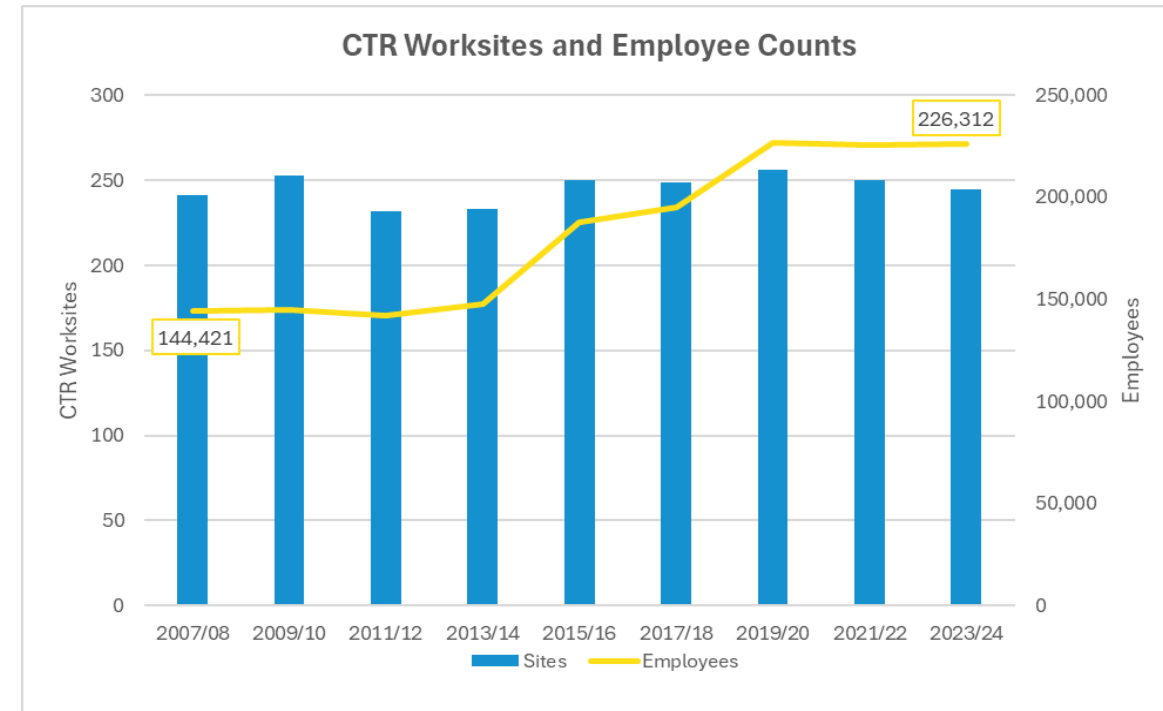
Benefits of Commute Trip Reduction

- **Traffic congestion reduction** - by shifting single occupancy vehicle trips to other modes, CTR reduces congestion
- **Environmental benefits** - Transportation is the largest source of emissions (58%) - CTR aims to shift trips to low and no emissions options
- **Economic efficiency** - increased delivery and freight access with less congestion
- **Quality of Life** - streets, vibrant neighborhoods, and better access for employees, residents, and visitors
- **Public health** - fewer drive alone trips and emissions mean reduced risk of chronic disease and roadway collisions



Commute Trip Reduction Performance

- Supports over 245 large employers throughout the City, representing over 225,000 employees
- Measured Greenhouse Gas emissions reduction of 46% since 2007-08
- Decrease in Drive Alone Rate to 32.1%, from 37% in 2007-08
- Decrease of 11,000+ single occupancy vehicles from our roadways in 2024 during weekday commutes



How Commute Trip Reduction works today

Two key program deliverables: employee surveys and worksite program reports

Three categories of employer-provided commute support requirements

- Employee information and amenities
- Subsidies and modal support
- Parking management

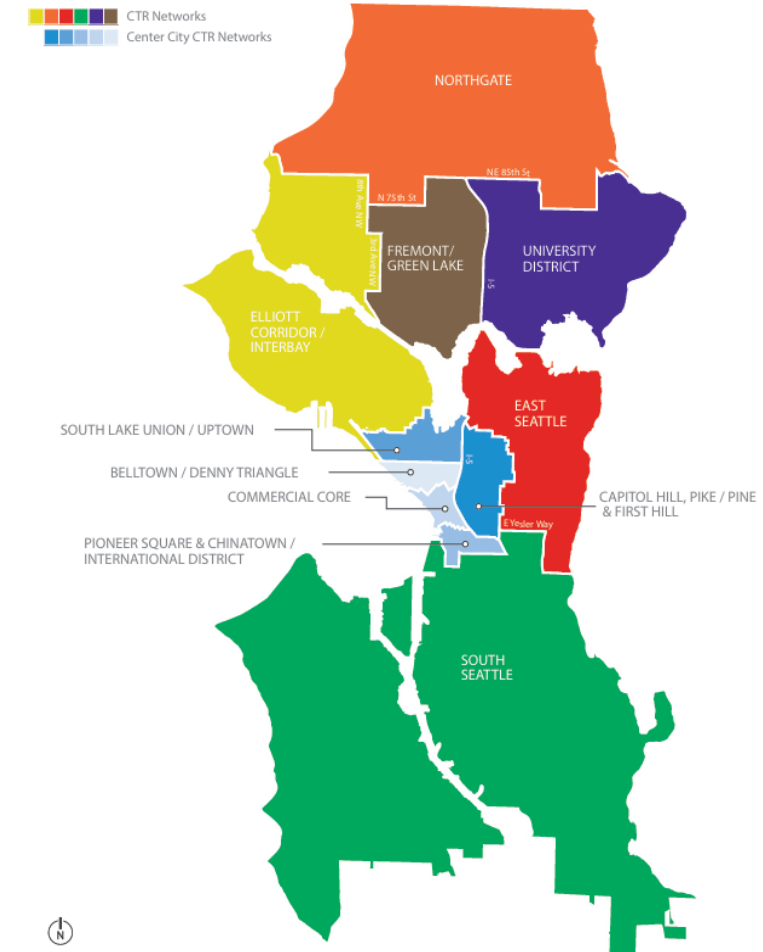
Employers must implement two strategies of their choosing from each category to demonstrate 'good faith effort'



2025-2029 Drive Alone Rate Targets

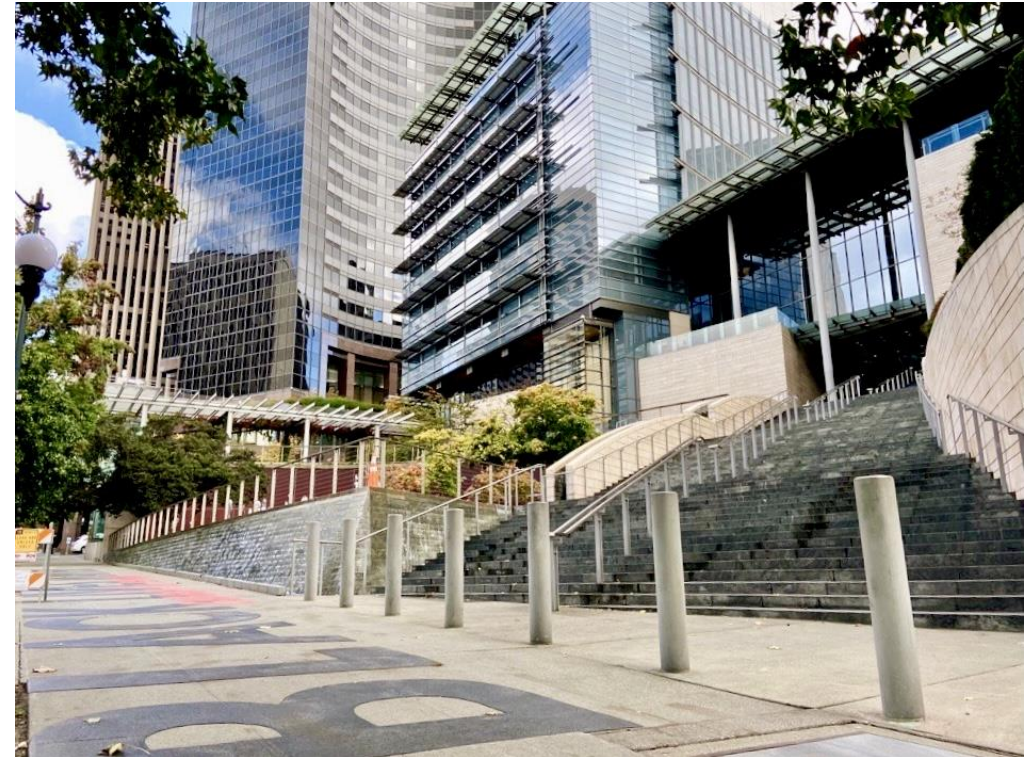
- Targets affect large, CTR-affected employers
- Not punitive, require "good faith effort"
- City assists employers to meet their local target

Network Area	2019/2020 ACTUALS	2021/2022 ACTUALS	2023/2024 ACTUALS	2025/2026 TARGETS	2027/2028 TARGETS
Elliott Corridor/Interbay	34.1%	24.8%	29.2%	25.5%	21.7%
East Seattle	43.1%	48.3%	54.8%	48.2%	41.6%
Fremont/Green Lake	43.8%	19.0%	34.6%	27.7%	20.7%
Northgate	70.8%	39.0%	61.8%	50.6%	39.5%
South Seattle	62.1%	39.5%	58.9%	48.8%	38.7%
U District	33.1%	34.4%	38.7%	34.1%	29.5%
Pioneer Square & Chinatown/International District	19.7%	8.1%	21.2%	16.1%	11.0%
South Lake Union & Uptown	25.6%	17.3%	33.3%	26.7%	19.6%
Belltown & Denny Triangle	18.0%	14.9%	28.2%	22.3%	16.6%
Capitol Hill, Pike/Pine, & First Hill	34.9%	34.8%	43.1%	33.0%	29.1%
Commercial Core	15.6%	13.6%	18.7%	15.8%	12.8%
Citywide	28.4%	20.5%	32.1%	26.2%	20.3%
Historic Citywide Target	30.6%	29.7%	28.8%		



Next Steps to meet WSDOT June 30, 2025 Deadline

1. City Council consideration and approval
↓
2. SDOT submits finalized
2025-2029 CTR Plan to WSDOT
by **June 30, 2025, deadline***
↓
3. SDOT informs CTR employers about
updates in the program and DAR
targets for 2025-2029



***WSDOT requires Seattle to adopt an updated CTR Plan for 2025-2029 by June 30, 2025—or risk losing funding for commute reduction programming**

Commute Trip Reduction Program



Matthew.Trecha@seattle.gov



<https://www.seattle.gov/transportation/projects-and-programs/programs/transportation-options-program/commute-trip-reduction-program>



(206) 635-7200

May 27, 2025

MEMORANDUM

To: Transportation Committee
From: Calvin Chow, Analyst
Subject: CB 120984 - Commute Trip Reduction Program Update

On June 3, 2025, the Transportation Committee will discuss and possibly vote on [Council Bill \(CB\) 120984](#) that would approve the 2025-2029 update of the City of Seattle's Commute Trip Reduction (CTR) Plan. Approval of the CTR Plan is a prerequisite for continued State grant funding under the Washington State Clean Air Act. The legislation would also make minor revisions to [Chapter 25.02 Seattle Municipal Code \(SMC\)](#), also known as the CTR Ordinance, which governs local implementation of the Seattle Department of Transportation's (SDOT's) [CTR program](#).

Background

As part of the 1991 Washington State Clean Air Act, local governments were required to adopt plans for reducing single-occupant vehicle commuting trips and large employers were required to develop and implement CTR programs with approval by local governments. Seattle's CTR program was first established in 1993 with the passage of the Seattle CTR Ordinance ([Ordinance 116657](#)), and was last amended in 2019 as part of legislation ([Ordinance 125885](#)) to approve the 2019-2023 update to the CTR Plan.

CTR Affected Employers and Program Requirements

The CTR Ordinance applies to employers with 100 or more employees. Currently there are over 145 employers participating in Seattle's CTR program, representing 225,000 employees. Affected employers are required to baseline and report their employees' commuting behavior, and to develop a CTR plan that must be approved by SDOT.

CTR plans must include strategies for addressing commuting behavior under three categories. Category A strategies provide employees with information and amenities that support non-drive-alone commutes. Category B strategies include direct subsidies of non-drive-alone modes. Category C includes parking management strategies. [SMC 25.02.040.C.2](#) describes the specific strategies that may be considered for CTR plans.

The CTR Ordinance provides for civil penalties for failure to comply with CTR reporting and plan submittal requirements, as well as for failure to make a good faith effort to develop and implement a CTR plan. There is no civil penalty for failing to achieve CTR mode share goals.

Proposed Legislation

The proposed legislation formally adopts the City of Seattle's 2025-2029 CTR Plan Update. Adoption of the updated plan is a requirement under the Washington State Clean Air Act and enables Seattle to remain eligible for future CTR funding from the Washington State Department of Transportation (WSDOT). Over the most recent funding cycle, Seattle received \$1.5 million through WSDOT's 2023-2025 biennial CTR grant.

The proposed legislation makes minor revisions to Chapter 25.02 SMC to clarify and standardize code language for implementing Seattle's CTR program that do not substantively change the program design. In addition to these minor revisions, the proposed legislation would allow large employers to consider two new Category B (direct subsidy) strategies for their CTR programs:

- Provision of financial assistance or company-owned assets to support home office/telecommute work.
- Subsidies for scooter share, bike share, or other shared mobility program.

Central Staff has identified no policy concerns with this legislation. Please feel free to contact me if you have any questions or follow-up.

cc: Ben Noble, Director



Legislation Text

File #: CB 120989, **Version:** 1

CITY OF SEATTLE

ORDINANCE _____

COUNCIL BILL _____

AN ORDINANCE relating to the Seattle Department of Transportation; authorizing the Director of Transportation to execute and record a Leasehold Deed of Trust reflecting Cultural Space Agency's leasehold estate rights created through the agreement it executed with the City of Seattle as authorized under Ordinance 126916; and ratifying and confirming certain prior acts.

WHEREAS, in January 2021, the City chartered the Cultural Space Agency Public Development Authority (CSA), whose mission is, in part, to secure long-term affordable commercial cultural space with community partners, more specifically with communities of color, with a particular focus on the needs of Black and Indigenous communities (see Clerk File 321874); and

WHEREAS, in 2021 CSA and the Seattle Department of Transportation (SDOT), which has operated and maintained King Street Station on behalf of the City since acquiring the building in 2008, partnered to design and deliver significant tenant improvements on the second floor of King Street Station in order to allow CSA to house multiple arts organizations on the second floor and provide the City with lease income to cover the cost of permanent capital improvements, as well as ongoing operations and maintenance costs; and

WHEREAS, upon CSA's completion of the tenant improvements, the City Council passed Council Bill 120666 (Ordinance 126916) authorizing SDOT to execute a 30-year lease with CSA in consideration of its capital investments and ongoing lease payments; and

WHEREAS, the Washington State Department of Commerce ("Commerce") has awarded a \$485,000 grant to CSA, conditioned on it providing a Deed of Trust in order to prove its Leasehold Estate property interest

in the building, which is also necessary for CSA to purchase title insurance as required under the grant agreement with Commerce; NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:

Section 1. The Director of Transportation or designee ("Director") is authorized to execute and record a Leasehold Deed of Trust substantially in the form of Attachment A to this ordinance, and to execute, deliver, record, and file, as appropriate, all agreements and documents necessary for the Cultural Space Agency to prove its leasehold interest in the second floor of King Street Station and purchase title insurance as required for securitization of the Washington State Department of Commerce grant. The Director's authority is conditioned on the Cultural Space Agency securing a valid title insurance commitment for its leasehold interest in the amount of \$485,000, naming the Washington State Department of Commerce as the insurance policy beneficiary.

Section 2. Any act consistent with the authority of this ordinance taken after its passage and prior to its effective date is ratified and confirmed.

Section 3. This ordinance shall take effect as provided by Seattle Municipal Code Sections 1.04.020 and 1.04.070.

Passed by the City Council the _____ day of _____, 2025, and signed by
me in open session in authentication of its passage this _____ day of _____, 2025.

President _____ of the City Council

Approved / returned unsigned / vetoed this ____ day of _____, 2025.

Bruce A. Harrell, Mayor

Filed by me this _____ day of _____, 2025.

Scheereen Dedman, City Clerk

(Seal)

Attachments:

Attachment A - Cultural Space Agency Leasehold Deed of Trust

When Recorded Return To:

The Washington State Department of Commerce
Local Government Division
1011 Plum Street, SE
Post Office Box 42525
Olympia, Washington 98504-2525
Local Community Projects
Attention: Real Estate Development and Services

LEASEHOLD DEED OF TRUST

Lessee (Grantor): The Cultural Space Agency
Lessor: City of Seattle
Beneficiary (Beneficiary): Department of Commerce, Community Capital Facilities
Grantee (Trustee): Ticor Title Company
Legal Description (abbreviated): PTN SW QTR OF NW QTR OF SEC 5-24N-4E
Assessor's Tax Parcel ID#: 524780-1160-09
Grant Number: **24-96647-136**

THIS LEASEHOLD DEED OF TRUST (hereinafter called "Deed of Trust") is made this ____ day of _____, 20__, between The Cultural Space Agency, a Washington Nonprofit Corporation, whose mailing address is 303 S Jackson St. Level 2, Seattle, WA 98104, as grantor under this Deed of Trust and lessee under the lease described below ("Lessee"); Ticor Title Company, whose mailing address is 2825 Colby Ave, Ste. 300, Everett, WA 98201, as Trustee ("Trustee"); and the Washington State Department of Commerce, Community Capital Facilities Unit or its successor agency, as Beneficiary ("Beneficiary"), whose address is 1011 Plum Street SE, P.O. Box 42525, Olympia, Washington 98504-2525.

1. Grant. Lessee hereby irrevocably grants, bargains, conveys, and assigns to Trustee in trust, with right of entry and possession as provided for herein, for the benefit of Beneficiary, all of Lessee's interest in the following described property in King County, Washington:

That certain leasehold estate (hereinafter called "leasehold estate"), together with and including all right, title and interest of Lessee therein, which said leasehold estate embraces and covers a portion of the real property hereinafter described, situated, lying in the City of Seattle, County of King, State of Washington, and is more particularly described as: The leasehold estate created by that certain Lease (hereinafter called "Lease") dated November 30, 2023, executed by and between City of Seattle, a Municipal Corporation, as Lessor ("Lessor"), and The Cultural Space Agency, a Washington Nonprofit Corporation, as Lessee, pursuant to which a memorandum of lease was recorded on _____, 20__ under instrument number _____, and covers the following described property:

**A LEASEHOLD ESTATE FOR LEVEL 2, LOCATED UPON THE FOLLOWING
DESCRIBED REAL PROPERTY:**

A TRACT OF LAND IN THE CITY OF SEATTLE, COUNTY OF KING, STATE OF WASHINGTON, LYING IN THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 5, TOWNSHIP 24 NORTH, RANGE 4 EAST, W.M., DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE EASTERLY PROLONGATION OF THE NORTH LINE OF BLOCK 13, D.S. MAYNARD'S PLAT, CITY OF SEATTLE, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 1 OF PLATS, PAGE 23, IN KING COUNTY, WASHINGTON, WITH THE CENTERLINE OF VACATED 3RD AVENUE SOUTH;

THENCE SOUTH 88°45'17" EAST, 5.00 FEET;

THENCE SOUTH 01°19'00" WEST, 10.00 FEET;

THENCE SOUTH 88°46'43" EAST, 151.09 FEET;

THENCE SOUTH 02°14'23" WEST, 27.00 FEET TO THE NORTHEAST CORNER OF THE KING STREET STATION BUILDING, AT GROUND LEVEL;

THENCE SOUTH 02°11'41" WEST, ALONG THE EAST LINE OF SAID STATION BUILDING, AT GROUND LEVEL, AND ITS SOUTHERLY PROLONGATION, 332 FEET;

THENCE NORTH 87°48'19" WEST, 181.74 FEET;

THENCE NORTH 01°12'28" EAST, 26.15 FEET;

THENCE NORTH 88°41'00" WEST, 1.80 FEET;

THENCE NORTH 01°19'00" EAST, 100.00 FEET;

THENCE SOUTH 88°41'00" EAST, 33.00 FEET;

THENCE NORTH 01°19'00" EAST, 239.77 FEET TO THE POINT OF BEGINNING

TOGETHER WITH all right, title and interest of Lessee in and to any and all options to purchase, options of first refusal and renewal options with respect to the Lease or said property or any portion thereof or any interest therein and in and to any greater estate in said property (including the fee simple estate) as may be subsequently acquired by or released to Lessee.

TOGETHER WITH all interest, estate, or other claims, both in law or equity, which Lessee now has or may hereafter acquire in said property.

1.1. The Lease shall not be materially modified or changed in any way without the written consent of Beneficiary. Amendments to the Lease extending the term, renewing the Lease, increasing or decreasing the amount of space leased under the Lease by up to 100 square feet, or allowing improvements to the space shall not be considered material modifications requiring written consent of the Beneficiary.

1.2. Beneficiary shall be immediately furnished with all Notices of Default served by Lessor of the Lease on Lessee.

1.3. In the event Lessee shall fail to make payment due on the Lease or to perform any term or covenant as provided therein beyond any applicable notice and cure period, in addition to any such default constituting a default under this Deed of Trust, Beneficiary may, at its option, make the defaulted payments or perform the term or covenant and add the same to the amount due under this Deed of Trust without waiving any of its rights under this Deed of Trust and the Note which it secures.

1.4. If both the Lessor's and the Lessee's estate under the Lease shall at any time become vested in one owner, this Deed of Trust and the lien created hereby shall not be destroyed or terminated by the application of the doctrine of merger, and in such event, Beneficiary shall continue to have and to enjoy all of the rights, title, interest and privileges of Beneficiary as to the separate estates. In addition, foreclosure of said property shall not destroy or terminate

the Lease by application of the doctrine of merger or as a matter of law or as a result of foreclosure unless Beneficiary or any purchaser at foreclosure sale shall so elect. In the event that Lessee shall, at any time prior to the payment in full of all indebtedness secured by this Deed of Trust, acquire fee simple title to said property, such fee simple title shall not merge with the leasehold estate encumbered by this Deed of Trust, but such fee simple title shall immediately, without further action on the part of the Lessee, become subject to the lien hereof. In the event of such acquisition by Lessee, Lessee agrees to execute and deliver to Beneficiary such further instruments, conveyances and assurances as Beneficiary may reasonably require in order to further confirm and assure that the fee simple title so acquired by Grantor is subject to the terms, provisions and lien of this Deed of trust. The provisions of this paragraph shall not apply in the event Beneficiary acquires the fee of said property, except if Beneficiary shall so elect. Said property is not used for agricultural or farming purposes.

2. Obligations Secured. This deed is given for the purpose of securing payment in the amount of Four Hundred Eighty Five Thousand and 00/100 dollars (**\$485,000.00**) payable by the Lessee to the Beneficiary evidenced by a Promissory Note between and the Washington State Department of Commerce, of even date herewith, and Contract Number **24-96647-136** between Lessee and Washington State Department of Commerce, as now or hereafter amended ("Contract"), and securing performance of each term and condition of said Contract and Promissory Note, together with all future advances.

3. Protection of Security. To protect the security of this Deed of Trust, Lessee covenants and agrees:

3.1. To keep the leased property in good condition and repair; to permit no waste thereof; to diligently pursue or complete any building, structure or improvement thereon which may be damaged or destroyed to the extent required by the Lease or Contract; and to comply with all laws, ordinances, conditions and restrictions affecting the property.

3.2. To keep its leasehold interest in the property free and clear of all other charges, liens, or encumbrances impairing the security of this Deed of Trust.

3.3. To maintain a policy of property insurance for the leased property covering its supplies, inventory, personal property, equipment, fixtures as well as all improvements, additions, and modifications to or in the leased property, in an amount not less than the replacement cost thereof. Except as otherwise provided herein and in the Contract or in the Lease, the amount collected under any insurance policy may be applied upon any indebtedness hereby secured in such order, as the Beneficiary shall determine, subject to the rights of any senior lien-holder.

3.4. To defend any action or proceeding purporting to affect the security hereof or the rights or powers of Beneficiary or Trustee, and to pay all costs and expenses, including cost of title search and attorney's fees in a reasonable amount, in any such proceeding, and in any suit brought by Beneficiary to foreclose this Deed of Trust.

3.5. To pay all costs, fees and expenses in connection with this Deed of Trust, including the expenses of the Trustee incurred in enforcing the obligations secured hereby and Trustee's and attorney's fees actually incurred, as provided by statute.

3.6. Should Lessee fail to pay when due any taxes, assessments, insurance premiums, liens, encumbrances or other charges against its leasehold interest in the property when the same become due and payable, Beneficiary may, but shall not be obligated, to pay the same, and the amount so paid shall be added to and become a part of the debt secured by this Deed of Trust.

4. General Conditions. The parties hereto agree that:

4.1 In the event of any fire or other casualty to the leased property or eminent domain proceedings resulting in condemnation of the leased property or any part thereof, and with Beneficiary's approval which shall not be unreasonably withheld, Lessee shall either (a) repair the premises subject to the leasehold estate and continue the tenancy if permitted under the lease, or (b) use all available insurance or condemnation proceeds to continue providing the public benefit contemplated under the Contract in a different location. In such an instance, insurance and/or condemnation proceeds must be used in a manner that provides adequate security to the Beneficiary for repayment of the remaining balance of the loan and performance of Lessee's obligations under the Contract.

4.2 By accepting payment of any sum secured hereby after its due date, Beneficiary does not waive its right to require prompt payment when due of all other sums so secured or to declare default for failure to so pay.

4.3 The Trustee shall reconvey all or any part of the property covered by this Deed of Trust to the person entitled thereto on written request of the Lessee and the Beneficiary, or upon satisfaction of the obligations secured and written request for reconveyance made by the Beneficiary or the person entitled thereto.

4.4 Default Remedies. Upon default by Lessee of its obligations secured hereby without timely cure and after written notice of thirty (30) days or such longer period of time as is necessary to effectuate such cure so long as Lessee commences such cure within the thirty (30) day period, all sums secured hereby shall immediately become due and payable. In such event and upon written notice of Beneficiary, Lessee's leasehold interest in the property may be automatically assigned to Trustee for the benefit of Beneficiary and Lessee agrees that Trustee may take any action on behalf of the Lessee for the benefit of the Beneficiary (with right of entry onto the leased premises) to keep, observe, or perform an such terms, covenants, provisions, or agreements and to enter into the leased premises (after reasonable advance notice to Lessee) and take all such action thereon as may be reasonably necessary therefore, with all rights to use, assign, or sublet the leasehold premises allowed under the terms of the then-current Lease.

4.5 Beneficiary may at any time appoint or discharge the Trustee.

4.6 This Deed of Trust applies to, inures to the benefit of, and binds all parties hereto and their successors and assigns. The terms "Lessee," "Lessor," "Trustee," and "Beneficiary" include their successors and assigns.

5. Acceleration. Except as otherwise provided for in the Contract, if without Beneficiary's prior written consent, all or any part of Lessee's interest in the property is assigned, conveyed, transferred, encumbered, or the leased property is not used as required by the Contract between Beneficiary and Lessee, Beneficiary may, at its option, require immediate payment in full of all sums secured by this Deed of Trust. However, this option shall not be exercised by Beneficiary if exercise is prohibited by federal law as of the date of this Deed of Trust. If Beneficiary exercises this option, Beneficiary shall give Lessee notice of acceleration. The notice shall provide a period of not less than thirty (30) days from the date the notice is delivered or mailed within which Lessee must pay all sums secured by this Deed of Trust. If Lessee fails to pay these sums prior to the expiration of this period, Beneficiary may invoke any remedies permitted by this Deed of Trust without further notice or demand on Lessee.

[SIGNATURE AND NOTARY PAGES FOLLOW]

IN WITNESS WHEREOF, has executed this Deed of Trust on the ____ day of _____, 20__.

The Cultural Space Agency,
a Washington Nonprofit Corporation

By: _____

Printed Name: _____

Title: _____

STATE OF WASHINGTON)
) ss.
COUNTY OF)

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that they signed this instrument, on oath stated that they were authorized to execute the instrument and acknowledged it as the _____ of The Cultural Space Agency, a Washington Nonprofit Corporation, to be the free and voluntary act and deed of such party for the uses and purposes mentioned in the instrument.

DATED: _____

(Seal or Stamp)

(Signature of Notary)

(Legibly Print or Stamp Name of Notary)

NOTARY PUBLIC in and for the state of Washington

My Commission Expires: _____

CONSENTED TO BY LESSOR:

City of Seattle,
a Washington Municipal Corporation

By: _____

Printed Name: _____

Title: _____

STATE OF WASHINGTON)
) ss.
COUNTY OF _____)

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that they signed this instrument, on oath stated that they were authorized to execute the instrument and acknowledged it as the _____ of City of Seattle, a Washington Nonprofit Corporation, to be the free and voluntary act and deed of such party for the uses and purposes mentioned in the instrument.

DATED: _____

(Seal or Stamp)

(Signature of Notary)

(Legibly Print or Stamp Name of Notary)

NOTARY PUBLIC in and for the state of Washington

My Commission Expires: _____

REQUEST FOR FULL RECONVEYANCE

**TO BE USED ONLY WHEN ALL OBLIGATIONS HAVE BEEN PAID AND ALL
DUTIES PERFORMED UNDER THIS DEED OF TRUST.**

TO: TRUSTEE:

The undersigned as the party entitled to the performance, benefits, duties, and payments under Contract **24-96647-136** between Grantor and Beneficiary, which is secured by this Deed of Trust and other legal documents.

The obligations thus secured have been fully paid, duties performed and satisfied, and you are hereby requested and directed, on payment to you of any sums owing to you under the terms of said Deed of Trust, including Contingent Interest, to cancel evidence of indebtedness secured by said Deed of Trust delivered to you with said Deed of Trust, and to reconvey, without warranty, to the parties designated by the terms of said Deed of Trust, all the estate now held by you hereunder.

Dated

Name

Title

SUMMARY and FISCAL NOTE

Department:	Dept. Contact:	CBO Contact:
SDOT	Bill LaBorde	Aaron Blumenthal

1. BILL SUMMARY

Legislation Title: AN ORDINANCE relating to the Seattle Department of Transportation; authorizing the Director of Transportation to execute and record a Leasehold Deed of Trust reflecting Cultural Space Agency’s leasehold estate rights created through the agreement it executed with the City of Seattle as authorized under Ordinance 126916; and ratifying and confirming certain prior acts.

Summary and Background of the Legislation: The Seattle Department of Transportation (SDOT) has operated and maintained King Street Station on behalf of the City since the department completed a major seismic and historic restoration of the building after the City acquired it from BNSF in 2008. In 2019, SDOT entered a 30-year lease agreement with the Office of Arts & Culture to house its offices and exhibit space on the third floor of the Station. In 2021 Cultural Space Agency (CSA), a City chartered Public Development Authority with a mission of securing long-term, affordable cultural space, entered a lease agreement with the Seattle Department of Transportation (SDOT), allowing multiple arts organizations to operate out of the second floor and provide the City with lease income to cover the cost of permanent capital improvements as well as ongoing operations and maintenance costs.

Upon CSA’s completion of the second floor tenant improvements, the City Council passed Ordinance 126916 authorizing SDOT to execute a 30-year lease with CSA in consideration of its capital investments and ongoing lease payments. Since then, the Washington State Department of Commerce has awarded a \$485,000 grant to CSA to support its operations on the 2nd floor, conditioned on the City providing a Deed of Trust in order for CSA prove its Leasehold Estate property interest in the building, which is also necessary for CSA to purchase title insurance as required under the grant agreement with Commerce. This legislation would allow the SDOT Director to execute the Deed of Trust with CSA and record it with the County Assessor.

2. CAPITAL IMPROVEMENT PROGRAM

Does this legislation create, fund, or amend a CIP Project? ☐ Yes ☒ No

3. SUMMARY OF FINANCIAL IMPLICATIONS

Does this legislation have financial impacts to the City? ☐ Yes ☒ No

3.d. Other Impacts

Does the legislation have other financial impacts to The City of Seattle, including direct or indirect, one-time or ongoing costs, that are not included in Sections 3.a through 3.c? If so, please describe these financial impacts.

No

If the legislation has costs, but they can be absorbed within existing operations, please describe how those costs can be absorbed. The description should clearly describe if the absorbed costs are achievable because the department had excess resources within their existing budget or if by absorbing these costs the department is deprioritizing other work that would have used these resources.

N/A

Please describe any financial costs or other impacts of *not* implementing the legislation.

There are no costs to the City of Seattle in either implementing or not implementing this legislation. The underlying Department of Commerce may further CSA's financial security in a way that supports CSA's tenancy and lease payments to the City.

4. OTHER IMPLICATIONS

a. Please describe how this legislation may affect any departments besides the originating department.

The Seattle Office of Arts & Culture has formal and informal partnerships with CSA and its tenants that reside in the same building. Their co-tenancy within the two upper floors of King Street Station helps reinforce King Street Station unique status as both a regional arts hub and train station.

b. Does this legislation affect a piece of property? If yes, please attach a map and explain any impacts on the property. Please attach any Environmental Impact Statements, Determinations of Non-Significance, or other reports generated for this property.

Yes, King Street Station, Seattle's 120-year-old passenger rail station that was acquired by the City in 2008 and then rehabilitated and restored between 2010 and 2013. No environmental analysis was required in support of this legislation or the previous tenant improvement project.

c. Please describe any perceived implication for the principles of the Race and Social Justice Initiative.

i. How does this legislation impact vulnerable or historically disadvantaged communities? How did you arrive at this conclusion? In your response please consider impacts within City government (employees, internal programs) as well as in the broader community.

CSA was chartered in part to support Black and Indigenous arts organizations. A majority of the arts organizations housed by CSA within King Street Station are focused on training artists of color and supporting the creation and performance of art produced by people of color.

- ii. **Please attach any Racial Equity Toolkits or other racial equity analyses in the development and/or assessment of the legislation.**

N/A

- iii. **What is the Language Access Plan for any communications to the public?**

N/A

d. Climate Change Implications

- i. **Emissions: How is this legislation likely to increase or decrease carbon emissions in a material way? Please attach any studies or other materials that were used to inform this response.**

King Street Station is located within a major regional transit hub, served by low or no emissions intercity rail, commuter rail, light rail, streetcar and multiple regional and local bus routes.

- ii. **Resiliency: Will the action(s) proposed by this legislation increase or decrease Seattle's resiliency (or ability to adapt) to climate change in a material way? If so, explain. If it is likely to decrease resiliency in a material way, describe what will or could be done to mitigate the effects.**

N/A

- e. **If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program's desired goal(s)? What mechanisms will be used to measure progress towards meeting those goals?**

N/A

5. CHECKLIST

- ☐ **Is a public hearing required?**
- ☐ **Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required?**
- ☐ **If this legislation changes spending and/or revenues for a fund, have you reviewed the relevant fund policies and determined that this legislation complies?**
- ☐ **Does this legislation create a non-utility CIP project that involves a shared financial commitment with a non-City partner agency or organization?**

6. ATTACHMENTS

Summary Attachments:

Summary Attachment A – King Street Station Area Map

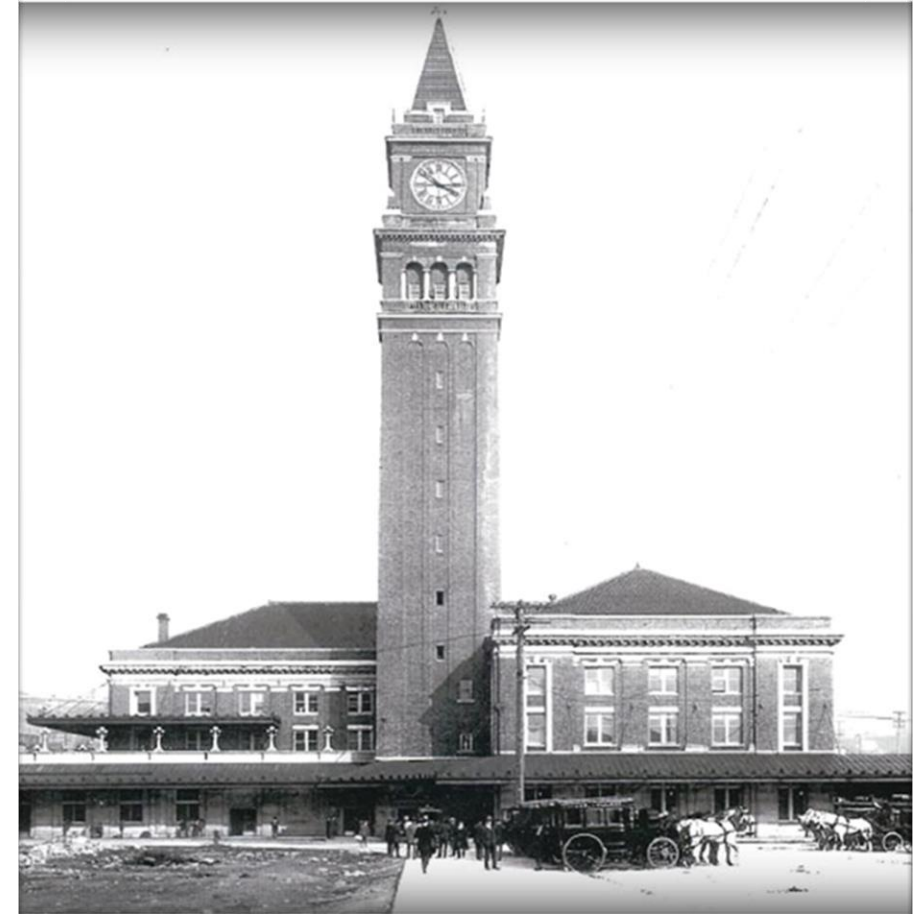


King Street Station Cultural Space Agency Leasehold Deed of Trust

Transportation Committee
June 3, 2025

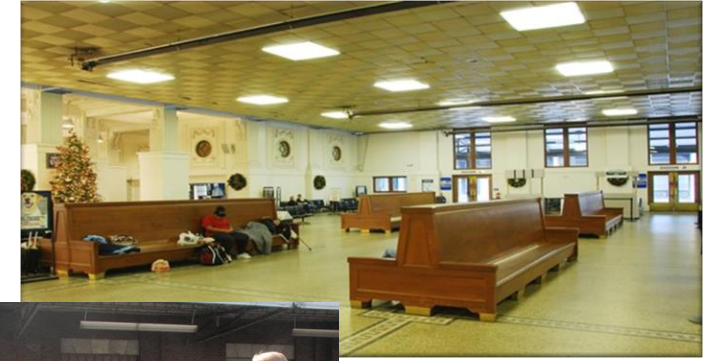
King St Station - history

- **1904:** Construction commence on new station and train tunnel for the Great Northern and Northern Pacific Railways
- **1906:** King St Station opens to public on May 10
- **1965:** To modernize and reduce operating costs, drop ceiling installed, waiting room walled off, and marble and fixtures removed
- **1971:** BN passenger service subsumed, along with rights to operate out of KSS in perpetuity created by National Rail Passenger Act
- **1973:** KSS placed on National Register of Historic Places
- **1994:** WSDOT Rail partners with ODOT and Amtrak to initiate Cascades service btw Seattle, Portland and Eugene; service to Vancouver, BC initiated in 1995
- **2000:** Sounder service btw KSS and Tacoma commences Sep 18



King St Station – history (cont'd)

- **2003:** WSDOT Rail undertakes early restoration efforts
- **2006:** Bridging the Gap Levy commits \$10 million to restoration
- **2008:** City of Seattle purchases KSS from BNSF for \$10
- **2010:** Levy funds leverage ~\$35 million in High Speed Rail funds to complete rehab/restoration
- **2013:** Rehab/Restoration completed
- **2015:** SDOT partners with ARTS on pop-up Arts events on 3rd floor
- **2019:** Office of Arts & Culture moves offices and establishes exhibit space onto renovated 3rd floor
- **2023:** Cultural Space Agency completes renovation and moves onto 2nd floor



Current KSS lease agreements

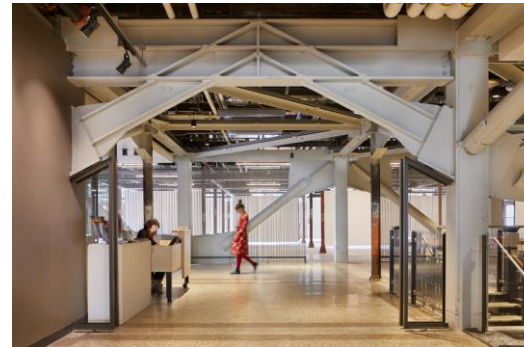
Level 1: Amtrak

- 2016: [ORD 125004](#) Renewable 20-year lease



Level 3: Office of Arts & Culture

- 2018: SDOT-ARTS 30-year interdepartmental MOA
 - See also, [ORD 125373](#) (LTGO bond authority)



2nd floor: Cultural Space Agency

- 2023: [ORD 126916](#) 30-year lease



Council Bill 120989

- Would authorizes SDOT Director to execute and record CSA's Leasehold as Deed of Trust
 - Allowing CSA to meet Dept of Commerce conditions for state grant
 - Title insurance policy with Dept of Commerce as beneficiary
 - In case of CSA lease default, remainder of leasehold interest goes to state *under existing lease terms per CB 120666*
- No financial risk to City
 - If CSA were to default, state would be responsible for remainder of lease term
 - Public benefit offset only applies as long as use for affordable cultural space for community arts organizations continues
 - Rent income bumps up \$12/sf if use changes





From the entire ST3 City Team:
Thank you!