

SEATTLE CITY COUNCIL

Transportation and Seattle Public Utilities

Agenda

Tuesday, January 17, 2023 9:30 AM

Council Chamber, City Hall 600 4th Avenue Seattle, WA 98104

Alex Pedersen, Chair Dan Strauss, Vice-Chair Lisa Herbold, Member Tammy J. Morales, Member Kshama Sawant, Member

Chair Info: 206-684-8804; Alex.Pedersen@seattle.gov

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Transportation and Seattle Public Utilities Agenda January 17, 2023 - 9:30 AM

Meeting Location:

Council Chamber, City Hall, 600 4th Avenue, Seattle, WA 98104

Committee Website:

https://www.seattle.gov/council/committees/transportation-and-seattle-public-utilities

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

http://www.seattle.gov/council/committees/public-comment. Online registration to speak will begin two hours 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.

Submit written comments to Councilmember Pedersen at alex.pedersen@seattle.gov

Please Note: Times listed are estimated

- A. Call To Order
- B. Approval of the Agenda
- C. Public Comment
- D. Items of Business
- 1. CB 120493 AN ORDINANCE relating to use of bus and shuttle vehicle zones

by private employer shuttle vehicles; making permanent the Seattle Department of Transportation's Employer Shared Transit Stop pilot program; amending Sections 11.14.070, 11.14.567, 11.14.568, 11.14.670, 11.16.120, 11.23.034, 11.31.121, 11.72.050, 11.72.357, and 11.74.130 of the Seattle Municipal Code; and

adopting a Transit and Mobility Fee Schedule.

<u>Attachments:</u> Att A - Seattle Department of Transportation Transit and Mobility

Fee Schedule

Supporting

Documents: Summary and Fiscal Note

Central Staff Memo (1/17/23)

Presentation (9/20/22)

Amendment 1

Presentation (1/17/23)

Briefing, Discussion, and Possible Vote

Presenters: Jen Malley-Crawford, Benjamin Smith, Michelle Abunaja,

Seattle Department of Transportation

2. Spokane St. Swing Bridge Update

Supporting

<u>Documents:</u> <u>Presentation (1/17/23)</u>

Briefing and Discussion

Presenters: Francisca Stefan, Meghan Shepard, Matthew Donahue,

Seattle Department of Transportation

E. Adjournment





600 Fourth Ave. 2nd Floor Seattle, WA 98104

Legislation Text

File #: CB 120493, Version: 1

CITY OF SEATTLE

ORDINANCE	
COUNCIL BILL	

- AN ORDINANCE relating to use of bus and shuttle vehicle zones by private employer shuttle vehicles; making permanent the Seattle Department of Transportation's Employer Shared Transit Stop pilot program; amending Sections 11.14.070, 11.14.567, 11.14.568, 11.14.670, 11.16.120, 11.23.034, 11.31.121, 11.72.050, 11.72.357, and 11.74.130 of the Seattle Municipal Code; and adopting a Transit and Mobility Fee Schedule.
- WHEREAS, the Seattle Department of Transportation (SDOT) and King County Metro collaborated with Seattle Children's Hospital and Microsoft to conduct a pilot program allowing these participating organizations' employer-provided shuttles to share select public transit stops with transit agencies, which has operated successfully without impacting transit or roadway operations, and SDOT now wishes to formalize a program to include other providers and locations; and
- WHEREAS, a number of Seattle-area employers operate shuttle services for their workforces that facilitate inter-worksite travel, fill gaps in the public transit network that affect their employees' commutes, reduce employee dependence on drive-alone commuting, and reduce regional greenhouse gas emissions; and
- WHEREAS, private employer shuttle vehicles are limited to using three-minute passenger load zones, 30-minute load zones, and shuttle bus load zones that result in the potential for overly prescriptive curb space allocation, less efficient service, diminished shuttle ridership, and increased traffic congestion; and
- WHEREAS, the Employer Shared Transit Stop program supports the 2035 Comprehensive Plan's transportation goals, including making the best use of the streets and curb space, encouraging use of

- multiple transportation options, and reducing greenhouse gas emissions that will protect and improve Seattle's environmental quality; and
- WHEREAS, in Seattle, transportation accounts for 60 percent of core greenhouse gas emissions; and singleoccupant gasoline-fueled vehicle travel is the far largest source of transportation emissions within the City; and
- WHEREAS, based on the most recent Comprehensive Plan, Seattle aims to reduce trips taken in a single occupancy vehicle by 65 to 75 percent by 2035; and
- WHEREAS, shifting commute trips to employment sites from single-occupant vehicle travel to shared modes such as employer shuttles and public transit is a strategy for reducing emissions consistent with the Comprehensive Plan; and
- WHEREAS, in 2021, as the region endeavors to recover from the COVID-19 pandemic, SDOT staff identified that employer shuttles could become increasingly important post-COVID, as employers begin to bring employees back to in-person worksites and public health concerns continue to linger; and recent customer surveys indicate that many people envision driving alone more, compared to pre-COVID patterns, a trend that runs counter to the City's aggressive goals to reduce drive-alone trips as part of our climate commitment; and a well-managed employer shuttle program could help to reduce drive-alone rates post-COVID; and
- WHEREAS, because labor unions promote health and well-being by ensuring higher wages and standards of living, retirement benefits, limits on working hours, opportunities for job training, safer environments and discrimination-free workplaces, health insurance for workers and their families, paid vacations, and holidays for all workers, the City encourages participants in the Employer Shared Transit Stop program to utilize one of the many shuttle service providers with represented workforces; NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:

Section 1. Section 11.14.070 of the Seattle Municipal Code, enacted by Ordinance 108200, is amended

as follows:

11.14.070 Bus zone((-))

"Bus zone" means a portion of the roadway along the curb ((which)) that is reserved for loading and unloading of ((either)) transit coaches of ((the Metro Transit System)) authorized public transit agencies, permitted shuttle vehicles, or school buses when authorized and designated by:

- A. A sign with the words "bus," "bus zone," or "bus stop" and a parking control message; or
- B. ((By red-yellow-red (alternating red and yellow stripes))) Alternating red-and-yellow striped curb markings supplemented with the words "bus zone" placed on the curb; or
- C. A sign with the word "bus" and ((red-yellow-red ()) alternating red_and_yellow stripes(())) placed on the curb.

Section 2. Section 11.14.567 of the Seattle Municipal Code, enacted by Ordinance 121917, is amended as follows:

11.14.567 Shuttle ((Bus.)) vehicle

"Shuttle ((Bus)) vehicle" means every motor vehicle designed for the purpose of carrying passengers (having a seating capacity for ((eleven [11])) 11 or more persons(())) used regularly to transport persons of any ((organized,)) charitable, commercial, institutional, or residential organization over a fixed or predetermined route and that is authorized by a valid shuttle vehicle loading permit. This definition does not include ((organized)) a sightseeing bus or charter bus as defined in this ((ehapter)) Chapter 11.14.

Section 3. Section 11.14.568 of the Seattle Municipal Code, enacted by Ordinance 121917, is amended as follows:

11.14.568 Shuttle ((Bus Zone.)) vehicle load zone

"Shuttle ((Bus Zone)) vehicle load zone" means a portion of a street designated by a sign and white paint markings or other traffic control devices that is reserved for the exclusive use of shuttle ((bus)) vehicles ((bus)) that is authorized by a valid shuttle ((bus)) vehicle loading permit.

Section 4. Section 11.14.670 of the Seattle Municipal Code, last amended by Ordinance 119011, is amended as follows:

11.14.670 Transit coach((-))

"Transit coach" includes every vehicle designed for carrying more than ten (((10))) persons and used for ((the transportation of)) transporting persons by King County's Metro Transit, Snohomish County's Community

Transit, Pierce County's Pierce Transit, ((and)) the Central Puget Sound Regional Transit Authority, or another authorized public transit agency.

Section 5. Section 11.16.120 of the Seattle Municipal Code, last amended by Ordinance 123120, is amended as follows:

11.16.120 Director of Transportation-Authority((-))

The Director of Transportation is authorized:

- A. To increase the maximum speed allowed upon arterial streets;
- B. To declare a minimum speed limit, which shall be effective when appropriate signs giving notice thereof are erected <u>and</u> when it is determined that slow speeds on any part of an arterial street unreasonably impede the normal movement of traffic;
- C. To establish parking rates to be charged at parking payment devices, including parking meters, for parking in ((eity)) <u>City</u>-controlled parking areas under the jurisdiction of the Seattle Department of Transportation and other ((eity)) <u>City</u> rights-of-way, consistent with Section 11.16.121, and to make recommendations to the City Council for fees for permits issued pursuant to this ((subtitle)) Subtitle I;
- D. To determine the maximum load limits on all streets, alleys, bridges, or elevated structures in the City;
 - E. To adopt a ((Traffic Control Manual for In-street Work)) traffic control manual for in-street work;
- F. To establish, revise, or dissolve restricted parking zones. A decision to establish, to refuse to establish, to expand, to reduce, or to dissolve a restricted parking zone is subject to reconsideration pursuant to

((Section)) <u>subsection</u> 11.16.317.D. The Director may consider other parking demand management tools in lieu of or prior to implementation of an RPZ((-));

- G. To promulgate rules and regulations for the RPZ program((-)); and
- H. To prepare and recommend for adoption by the City Council a schedule of fees applicable to the reviewing and administering permits and issuing violations for vehicle and curb space uses.

Section 6. Section 11.23.034 of the Seattle Municipal Code, enacted by Ordinance 121917, is amended as follows:

11.23.034 Shuttle ((Bus Loading Permit-Requirements and Fee.)) vehicle loading permit requirements and fee

- A. The ((Traffic Engineer)) Director of Transportation is ((hereby)) authorized to administer a system for ((the issuance of)) issuing shuttle ((bus)) vehicle loading permits and ((to collect)) collecting fees. ((therefore.)) Shuttle ((bus)) vehicle loading permits shall only be issued to persons or entities that possess a current business license, issued by ((any)) the governmental entity with jurisdiction to issue the license, and all other required state or federal licenses. The applicant may obtain one (((1))) nontransferable permit for each licensed shuttle ((bus licensed)) vehicle operated by the company named in the business license that will use a designated shuttle vehicle load zone. The applicant shall provide the license plate number((, as well as)) and other vehicle identification information as determined by the ((Traffic Engineer)) Director of Transportation.

 The permit shall be permanently affixed to the lower left-hand corner of the vehicle's windshield.
- B. Permits shall be valid for one (((1))) calendar year. The ((Traffic Engineer)) Director of

 Transportation shall collect ((an annual fee of Three Hundred Dollars (\$300))) a fee to be deposited in the

 Transportation Fund and established annually by a fee schedule for each permit issued to an applicant. ((

 Permits issued after July 1st of any calendar year shall have their fee reduced by fifty (50%) percent.))
- C. All shuttle vehicle loading permits shall be of a temporary nature, shall vest no permanent right, and may in any case be revoked upon 30 calendar days' notice, or without notice if the Director determines that

continuing to permit stopping at one or more locations is a safety risk.

Section 7. Section 11.31.121 of the Seattle Municipal Code, last amended by Ordinance 125609, is amended as follows:

11.31.121 Monetary penalties - Parking infractions

The base monetary penalty for violation of each of the numbered provisions of the Seattle Municipal Code listed in the following table is as shown, unless and until the penalty shown below for a particular parking infraction is modified by Local Rule of the Seattle Municipal Court adopted pursuant to the Infraction Rules for Courts of Limited Jurisdiction ("IRLJ") or successor rules to the IRLJ:

1 ^	Parking infraction short description	Base penalty amount
* * *		
	SHUTTLE ((BUS)) <u>VEHICLE</u> LOAD ZONE	\$47
* * *		

Section 8. Section 11.72.050 of the Seattle Municipal Code, enacted by Ordinance 108200, is amended as follows:

11.72.050 Bus zone((-))

No person shall stop, stand, or park a vehicle other than authorized <u>transit agency</u> buses <u>or shuttle vehicles</u>, <u>displaying a valid shuttle vehicle loading permit and authorized to use the particular zone</u>, in a zone established for ((such)) <u>the</u> specific use. Violators ((will)) <u>may</u> be impounded without prior notice.

Section 9. Section 11.72.357 of the Seattle Municipal Code, last amended by Ordinance 122243, is amended as follows:

11.72.357 Shuttle ((Bus Load Zone.)) vehicle load zone

No person shall stop, stand, or park a vehicle other than a shuttle ((bus)) vehicle displaying a valid shuttle ((bus)) vehicle loading permit in a shuttle ((bus)) vehicle load zone during the hours the zone restriction is in effect;

provided that shuttle ((bus)) vehicle load zone restrictions are not effective on Sundays or parking holidays, except where otherwise indicated by sign posting for the ((load)) zone.

Section 10. Section 11.74.130 of the Seattle Municipal Code, enacted by Ordinance 108200, is amended as follows:

11.74.130 Special permits((-))

In places where, and at hours when, parallel parking for loading or unloading of property in a business district, on an arterial street, or on a King County Metro Transit route ((5)) is permitted under the provisions of this ((5)) Subtitle I, vehicles used for the transportation or handling of property may be angle parked or backed to the curb for loading or unloading only when the owner or operator of ((5)) the vehicle, or the owner or lessee of the adjacent property, holds a permit ((5)) provided for in Section 11.23.080((5) authorizing him so)) that authorizes the owner, operator, or lessee to park. The permit shall be prominently displayed on the vehicle or on the adjacent property at the time the vehicle is so parked: ((6)) provided that ((6)) the permit shall only be ((6)) in effect during actual loading or unloading operations.

Section 11. The Seattle Department of Transportation Transit and Mobility Fee Schedule attached as Attachment A to this ordinance is adopted.

Section 12. The Director shall adjust fees annually in Attachment A based on changes in the purchasing power of the dollar during the preceding calendar year shown by the Consumer Price Index for Urban Wage Earners and Clerical Workers for the Seattle-Tacoma-Bellevue, WA, First Six Months (CPI), published in or about August of each year by the U.S. Department of Labor Bureau of Labor Statistics.

Section 13. No adjusted fee shall be effective unless it is included in a schedule of adjusted fees the Director files with the City Clerk. The schedule shall state the year the fees shall first be in effect. If the Director files the schedule with the City Clerk on or before December 1 of the year before the stated year, the adjusted fees shall become effective on January 1 of the stated year. Otherwise, the fees shall become effective on the first date that is a) at least 30 days after the date of filing and b) is the first day of a calendar month.

(Seal)

Section 14. The failure of the Director to adjust the fees for any given year shall not limit the Director's mandate and authority to adjust the fees in subsequent years, but in no case may the Director adjust the fees upward by more than ten percent at any one time.

Section 15. This ordinance shall tal	ke effect and be in force 30	days after its approv	al by the Mayor, bu
if not approved and returned by the Mayor	within ten days after prese	ntation, it shall take	effect as provided by
Seattle Municipal Code Section 1.04.020.			
Passed by the City Council the	day of		022, and signed by
me in open session in authentication of its	passage this day of _		, 2022.
	President		
Approved / returned unsigned /	vetoed this day of _		2022.
	Bruce A. Harrell, Mayor		
Filed by me this day of _		, 2022.	
	Elizabeth M. Adkisson,		

File	#:	CB	120493	Version:	1
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Attachments:

Attachment A - Seattle Department of Transportation Transit and Mobility Fee Schedule

Att A - Seattle Department of Transportation Transit and Mobility Fee Schedule V11

Attachment A - Table A			
Seattle Department of Transportation Transit and Mobility Fee Schedule, Effective DATE			
Permit Type Permit Fee			
Shuttle Vehicle Permit*	\$600		
Shared Transit Stop Use*			
Shared Transit Stop Use* (Reduced**)	\$2,500		

Attachment A - Table A1				
Other Rates and Charges				
Hourly Review and Inspection Rate \$332				

Attachment A - Definitions			
Term Description			
Shuttle Vehicle Permit	A fee charged per vehicle		
Shared Transit Stop Use A fee charged per employer per transit stop			

^{*}The Department of Transportation is directed to use the Shuttle Vehicle Permit and Shared Transit Stop Use fees credited to the Transportation Fund-for the following purposes: program administration and management; data collection and analysis to measure the use and/or impact of shuttles at Shuttle Vehicle Load Zones and at employer shared transit stops; updating IT and permitting systems; reimbursing Metro for their staff review time, performing other administrative functions, and for any transit zone maintenance

^{**}A reduced Shared Transit Stop Use fee shall be applied only to entities with an approved Major Institution Master Plan (MIMP) and a documented Transportation Management Plan (TMP) which utilizes employer shuttles as a tool to reduce single-occupant drive-alone trips.

SUMMARY and FISCAL NOTE*

Department:	Dept. Contact/Phone:	CBO Contact/Phone:
Seattle Department of	Benjamin Smith/206-684-4209	Christie Parker/206-684-5211
Transportation		

^{*} Note that the Summary and Fiscal Note describes the version of the bill or resolution as introduced; final legislation including amendments may not be fully described.

1. BILL SUMMARY

Legislation Title:

AN ORDINANCE relating to use of bus and shuttle bus zones by private employer shuttle vehicles; making permanent the Seattle Department of Transportation's Employer Shared Transit Stop pilot program; amending Sections 11.14.070, 11.14.567, 11.14.568, 11.14.670, 11.16.120, 11.23.034, 11.31.121, 11.72.050, 11.72.357, and 11.74.130 of the Seattle Municipal Code; and adopting a Transit and Mobility Fee Schedule.

Summary and Background of the Legislation:

The Revised Code of Washington, RCW 35.58.250, allows buses owned or operated by any corporation or organization to provide local public passenger transportation service solely for the purposes of the corporation or organization, so long as no fee or fare is charged. This allows employer-funded private shuttles to operate within the King County Metro (Metro) service area.

In April 2017, SDOT and Metro began operating a pilot program allowing private employer-provided shuttles to share a dozen existing public transit stops with public transit agencies. Seattle Children's Hospital and Microsoft participated in the pilot program and are sharing stops with public transit to pick up and drop off employees. The goals of the pilot were to maintain transit operations with shared use of transit stops, maximize ridership on public transit and employer shuttles, and limit public curbspace allocated to loading zones.

An evaluation of the pilot program was completed in October 2018. Based on the findings of the report and the potential for the program to meet the goals of both the City's downtown and citywide mobility strategy, this legislation makes the pilot program permanent. This change allows the shared use of approved public transit stops by additional public and private transit providers. The legislation also adopts a Transit and Mobility Fee Schedule that establishes permit fees for shared transit stops and shuttle vehicles. The legislation authorizes the SDOT Director to adjust fees annually based on changes to the Consumer Price Index. Annual increases are capped at 10%. Fee revenues are deposited in the Transportation Fund and are used to administer the program. This legislation will be accompanied by a corresponding Director's Rule to be published by SDOT for comment, and which would be updated as needed to reflect program operations.

As the region endeavors to recover from the COVID-19 pandemic, employer shuttles could become increasingly important as employers begin to bring employees back to in-person

worksites and public health concerns continue to linger with regard to public transit. Recent customer surveys indicate that, compared to pre-COVID patterns, many people envision driving alone more and riding public transit less, a trend which runs counter to the City's aggressive goals to reduce drive-alone trips as part of our climate commitment. A well-managed employer shuttle program could help to reduce drive-alone rates post-COVID.

2. CAPITAL IMPROVEMENT PROGRAM

Does this legislation create, fund, or amend a CIP Project? ___ Yes __X_ No

3. SUMMARY OF FINANCIAL IMPLICATIONS

Does this legislation amend the Adopted Budget? ___ Yes _X_ No

Appropriation change (\$):	General Fund \$		Other \$	
	2022	2023	2022	2023
Estimated revenue change (\$):	Revenue to General Fund		Revenue to Other Funds	
	2022	2023	2022	2023
		(\$75,000)		\$431,960
Positions affected:	No. of	Positions	Total F	ΓE Change
	2022	2023	2022	2023

Does the legislation have other financial impacts to the City of Seattle that are not reflected in the above, including direct or indirect, short-term or long-term costs?

Appropriation changes due to passage of this legislation will be reflected in one or more future budget actions.

Is there financial cost or other impacts of *not* implementing the legislation?

If this legislation is not approved, then SDOT would not have the requisite revenues to support the long-term operations of the program and the program would not be able to expand.

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____ This legislation adds, changes, or deletes appropriations.

Appropriations Notes: Appropriations associated with this item will be incorporated into future budget action(s).

3.b. Revenues/Reimbursements

X This legislation adds, changes, or deletes revenues or reimbursements.

Fund Name and	Dept	Revenue Source	2022	2023 Estimated
Number			Revenue	Revenue
Transportation Fund / 13000	SDOT	Permit Fees	N/A	\$431,960
General Fund / 00100	N/A	Permit Fees	N/A	(\$75,000)
TOTAL				\$356,960

Is this change one-time or ongoing?

Ongoing

Revenue/Reimbursement Notes: Shuttle Vehicle Permit fee revenues that currently are deposited to the General Fund will instead be deposited to the Transportation Fund, along with other fees listed in Ordinance Attachment A: Transit & Mobility Fee Schedule.

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___ This legislation adds, changes, or deletes positions.

4. OTHER IMPLICATIONS

- a. Does this legislation affect any departments besides the originating department? $N_{\rm O}$
- **b.** Is a public hearing required for this legislation? No.
- c. Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?

No, although SDOT has published notice of an accompanying Director's Rule.

- d. Does this legislation affect a piece of property? No.
- e. Please describe any perceived implication for the principles of the Race and Social Justice Initiative. Does this legislation impact vulnerable or historically disadvantaged communities? What is the Language Access plan for any communications to the public?

SDOT completed a review of equity impacts of this program in a Racial Equity Memo, as transit is a vital service to low-income communities and many people of color. A poorly-implemented employer shuttle program – or the lack of a program at all – could create significant equity issues, for example with shuttles blocking critical transit stops and stations.

The Program will significantly increase SDOT's visibility into shuttle operations in Seattle and would minimize potential negative impacts by ensuring that shared stops are sited at locations with sufficient capacity for additional vehicles, and that new shuttle load zones also fit in with neighborhood needs. The fees associated with the Program ensure that shuttle-related application and program administration activities are funded by employers and not by taxpayers. Any excess revenues not needed for program administration will be targeted for improvements that benefit transit riders and employer shuttle users, such as enhancements to shared stop locations. SDOT will be closely monitoring community feedback following program launch to evaluate potential issues surrounding equity at shared stops, including public perception of the overall program as well as neighborhood-specific concerns.

f. Climate Change Implications

1. Emissions: Is this legislation likely to increase or decrease carbon emissions in a material way?

As noted above, among other goals the program intends to encourage use of employer shuttles while integrating them into the greater transit and transportation system. With sufficient uptake of shuttle use and mode shift away from Single Occupant Vehicle driving, this should decrease carbon emissions within the City of Seattle. As well, by gaining additional information about shuttle pathways and operations, SDOT can also discourage discretionary and empty-running mileage of shuttles, further decreasing shuttle Vehicle Miles Traveled and resulting carbon emissions.

2. 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.

The program should increase the City's resiliency to climate change by partnering with new and expanding employer shuttle services to provide additional travel options in the City of Seattle, and to better integrate these different curb-loading uses (shuttles with public transit). As noted in section 4(f)1, it can decrease carbon emissions by shifting drive-alone trips to shuttles, potentially reducing congestion and allowing more efficient use of Seattle's roadways and curbspace. It will also increase the coordination between shuttle operations and public transit, allowing each of these modes to best serve their travel markets most efficiently.

g. 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).

Given strong interest in this program from employers (such as Amazon, Microsoft, Google, University of Washington, and Seattle Children's Hospital), demonstrated compatibility with transit operations as indicated by the 2018 evaluation and the fact that as Seattle emerges from COVID-19, transit service levels are constrained while travel demand continues to increase, this program is well-timed. SDOT has done significant work to ensure this program

is functional and equitable, reflective of stakeholder feedback and input from the business community as well as transit operators, and sustainable from a financial and staffing perspective. The initial program design includes limits on the number of shared stop applications per year and numbers of shared stops per employer and citywide, to best manage shared stops across the city and streamline administration. Both these caps and the proposed fee structure will be evaluated two years after program launch to ensure opportunity for future refinement if needed.

If the Program is not implemented, SDOT will continue to have a Shuttle Vehicle Permit fee (allowing operation of employer shuttles). The rate has not been updated since its initial adoption into the Seattle Municipal Code in 2005, so it does not fully cover related staff costs. The combination of updated Shuttle Vehicle Permit fees, a new hourly review fee for applications, and a new Shared Transit Stop annual use fee would provide a more flexible, responsive set of curb management tools that can be better tailored to the mix of employer needs, transit service requirements, and other uses and demands on blocks in different locations. This framework also better addresses staffing costs beyond what is funded in SDOT's base budget. Other impacts of not adopting this program include limited visibility into operations and data from shuttle providers, a more cumbersome process for permitting shuttle access to curbside space via Shuttle Vehicle Load Zones, and the need to resolve the existing 12 shared stop locations and current employer participation in the pilot program.

Summary attachments: None.



January 9, 2023

MEMORANDUM

To: Transportation and Seattle Public Utilities Committee

From: Calvin Chow, Analyst

Subject: Council Bill 120493 - Shared Transit Stop Legislation

On January 17, 2023, the Transportation and Seattle Public Utilities (TSPU) Committee will consider and possibly vote on <u>Council Bill (CB) 120493</u>, authorizing the Seattle Department of Transportation (SDOT) to institute a permitting program allowing employer shuttle buses to make use of transit stops for passenger loading. The proposal was previously <u>presented</u> as an informational item at the September 20, 2022 TSPU Committee.

Background

In 2017, SDOT initiated a pilot program to test whether employer shuttles could utilize transit stops for passenger loading. The program utilized SDOT's existing code authority and authorized four shared stops for Seattle Children's Hospital and eight shared stops for Microsoft (shown in Figure 1). Under existing code, employer shuttles pay a \$300 per vehicle permit fee; the pilot program did not charge additional fees for the use of the transit stops.

An <u>evaluation</u> of the pilot program in October 2018 found no major impacts to transit or roadway operations, but noted mixed public perception of the program. The report included recommendations for transit stop eligibility, reducing dwell time of vehicles, and reducing blockage of bike lanes. The pilot program remained in operation during the COVID-19 pandemic, and SDOT proposes to make the program permanent.

Dot Safety

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Figure 1: Shared stop locations – 2017 pilot program

Source: Nelson\Nygaard and TMS, Employer Shared Transit Stop Pilot Evaluation Report, October 2018

Proposed Legislation and Director's Rule

The proposed legislation would make code amendments to clarify the distinction between bus zones (for public transit vehicles) and shuttle vehicle load zones (for employer shuttles) and make other changes to facilitate managing permits. The legislation would also update the associated permit fee schedule, establishing a new Shared Transit Stop permit fee. SDOT intends to administer the Shared Transit Stop permits through a Director's Rule and released a preliminary draft in November 2022.

The proposed Director's Rule specifies stop location criteria, outreach requirements, operating guidelines, and other permit administration procedures. SDOT has evaluated transit stops citywide to identify stops that would be appropriate for shared use and to exclude stops with the highest potential for conflicts with transit and other modes. As a permit condition, SDOT proposes to require employer shuttles to report routing, ridership, and other data to facilitate SDOT's management of the right-of-way.

SDOT proposes to cap the total number of shared transit stops at 250 city-wide, with a maximum cap of 50 per applicant. The new Shared Transit Stop Use permit would be an annual, non-vesting, revocable permit.

In response to the draft Director's Rule, SDOT received comments from King County Metro, Microsoft, and Teamsters Local 117. These comments included a request to clarify procedures for coordination with King County Metro and suggestions for data privacy guidelines, both of which SDOT intends to address in the final Director's Rule. The comments also included a request to collect information on operator unionization status; however, because union status does not have a nexus with the regulated use (i.e., the permitted use of transit stops), SDOT is not including this request in the final Director's Rule.

Proposed Fee Schedule

Under existing code, there is no permit fee for use of the shared transit stops under the pilot program. Permitted vehicles are still subject to the existing \$300 fee for a Shuttle Vehicle Permit.

The proposed legislation would increase the Shuttle Vehicle Permit fee to \$600 and would establish a separate charge for the use of the Shared Transit Stop. Employer shuttles that do not make use of shared stops would only require the Shuttle Vehicle Permit. If the legislation is approved, permitees currently operating under the pilot program would be regulated under the new permit requirements. The proposed fees are shown in Table 1.

Table 1. Proposed employer shuttle and shared transit stop permit fees.

Permit Type/Rate	Fee
Shuttle Vehicle Permit	\$600
Shared Transit Stop Use	\$5,000
Shared Transit Stop Use (Reduced Fee)	\$2,500
Hourly Review and Inspection Rate	\$332/hour

For the Shared Transit Stop Use permit, the proposed fee schedule includes a reduced rate for entities with a Major Institution Master Plan and a Transportation Management Plan that specifically utilizes employer shuttles as a single-occupancy vehicle reduction strategy.

SDOT anticipates that the proposed fee schedule would fully recover costs for the permit program based on moderate permit activity (roughly double the existing pilot program size).

cc: Esther Handy, Director
Aly Pennucci, Deputy Director
Brian Goodnight, Lead Analyst

Employer Shared Transit Stops Program







Presentation outline

- Program Goals & Background
- Shared Stops Pilot & Lessons Learned
- Program Proposal & Attributes
- Council Action vs. Director's Rule
- Action Now vs. Future Changes
- Next Steps



Program Goals

Goals:

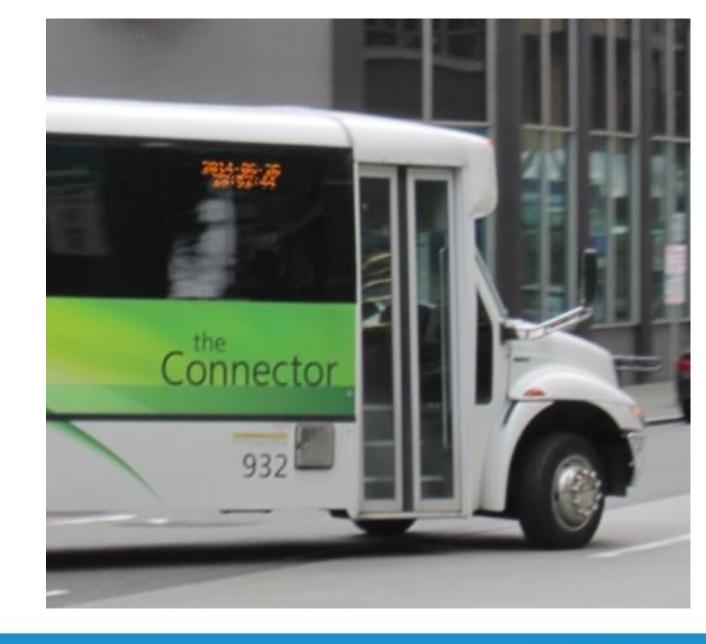
- Ensure public transit's vital role in transportation system
- Actively manage shuttles to maximize public benefits
- Provide employers with consistency and clarity for shuttle loading
- Encourage increased use of shared modes
- Support Downtown recovery

Forthcoming Action in December:

 Approve Ordinance permitting SDOT to establish a permanent program, amend Seattle Municipal Code, and adopt fee structure

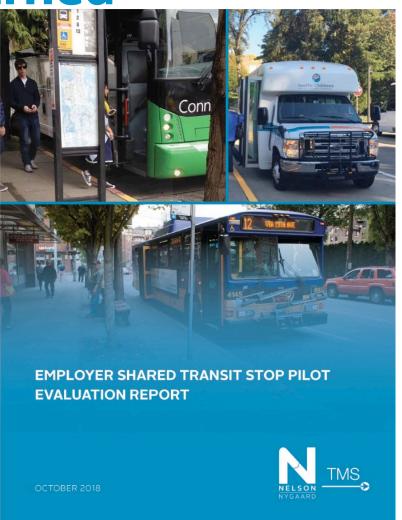
Background

- Single-employer shuttles authorized by state law
- Shuttles already have access to 3- and 30-minute load zones if they fit, and Shuttle Load Zones (permitted since 2005) if they fit
- Both employers and SDOT had need for more strategic approach to shuttle loading



Shared Stops Pilot & Lessons Learned

- Spring 2017: Employer Shared Transit Stops Pilot
 - Seattle Children's Hospital: 4 shared stops
 - Microsoft: 8 shared stops
- October 2018: Evaluation Report
 - No major impacts to transit or roadway operations
 - Best practices include active management and close partnerships
- Successful pilot operation with no negative feedback



Program Proposal



- 1. Make the Employer Shared Transit Stops Pilot permanent
- 2. Establish a new fee structure
- 3. Formalize the permit **application process** with detailed criteria
- 4. Collect more data and shuttle operations information through annual vehicle permitting process

Proposed ESTSP Fee Structure

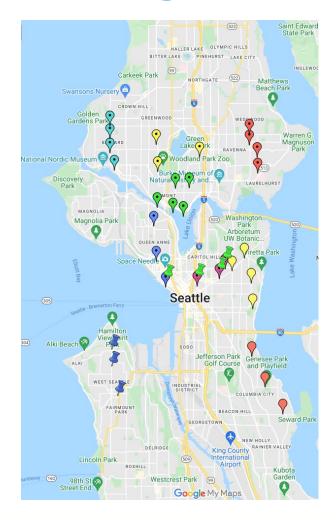
- Increase the annual Shuttle Vehicle Permit fee from \$300 (fixed in the SMC in 2005), to \$600 and tied to inflation;
- A new hourly staff fee (\$305) for load zone and shared stop review;
- Annual Shared Transit Stop use fee \$5,000 per location per year
 - Reduced rates for certain medical & educational institutions
- Modeled after fee structure for Street Use Division's Vending in the

Right-of-Way (i.e. food trucks)



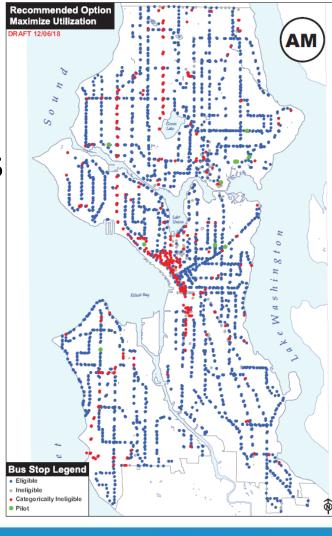
Proposed ESTSP Shuttle Process Changes

- Annual Shuttle Vehicle Permit: New data requirement provides more visibility into shuttle operations starting with 2023 permits
- Shuttle zones: **Application process** for new zones streamlines staff intake and review
 - Today: Ad hoc requests and no centralized intake or process
- Clearly scoped and reimbursed staff time for shuttle project work



Proposed ESTSP Shared Stop Applications

- Excludes stops with highest potential for conflicts
 - RapidRide stations, bus lanes, busiest stops
- Permit approval depends on shuttle and stop details
- Application process and details in Director's Rule
 - Annual application cap per employer
 - Employer and citywide caps for shared stops
- Could direct to existing or new SVLZ, or other curb
- Annual, non-vesting, revocable stop use permits



Ordinance/Council Action & Director's Rule

Council Action:

- Adopts Ordinance
- Updates SMC in Title 11
 - Authorizes Program
 - Updates definitions
 - "Shuttle vehicle", "Bus zone" etc.
 - Removes Shuttle Vehicle Permit Fee
- Adopts Fee Structure
 - Shuttle Vehicle Permit Fee
 - Hourly Review Fee
 - Shared Transit Stop Use Fee

Director's Rule:

- Defines application request criteria
 - New Shared Transit Stop application
 - New Shuttle Load Zone application
- Updates Shuttle Vehicle Permit conditions (data requirement)
- Sets annual permit standards
- Sets employer & SDOT process

Action Now and Later Year Updates

- Council Action in 2022:
 - Authorize Program and launch early 2023
 - Adopt Fee Schedule for 2023
- Annually, starting 2024 (via budget process):
 - Index Shuttle Vehicle Permit to CPI
 - Update Hourly Review Fee to match Street Use review rate
- Two Year Program Review, early 2025:
 - Evaluate fee structure mix, process flow and application & stop caps
 - Return to Council with review and report, proposed changes if needed
 - Update Director's Rule if needed
- Future years (if needed): Update Director's Rule administratively

Stakeholders Consulted (2017-2022)

- King County Metro
- Other cities:
 - San Francisco (SFMTA, MTC)
 - New York City (NYCDOT)
 - Bellevue, WA
- Transit Advisory Board
- Transit Riders Union
- Transportation Choices Coalition
- Teamsters Local 117

- Employer community
 - Pilot partners:
 - Seattle Children's Hospital, Microsoft
 - Interested employers:
 - University of Washington, Amazon
 - Shuttle operators: TransWest
- Commute Seattle

Next steps

Date	Action
October	Transmit legislation to Council
October	 Publish Draft Director's Rule (30-day comment period)
December	Consideration by Transportation & Public Utilities Committee
1 st Quarter 2023	 Launch Program with Shuttle Vehicle Load Zone and Shared Transit Stop application processes
	 Begin charging Hourly Review Fees for applications, and Shared Stop Fees for approved stops
	 Revamp Shuttle Vehicle Permit with new information-sharing requirements and updated permit rates



Program contact information



EmployerShuttles@seattle.gov



206.684.4209



www.seattle.gov/transportation/projects-andprograms/programs/transit-program/employer-sharedtransit-stop-pilot

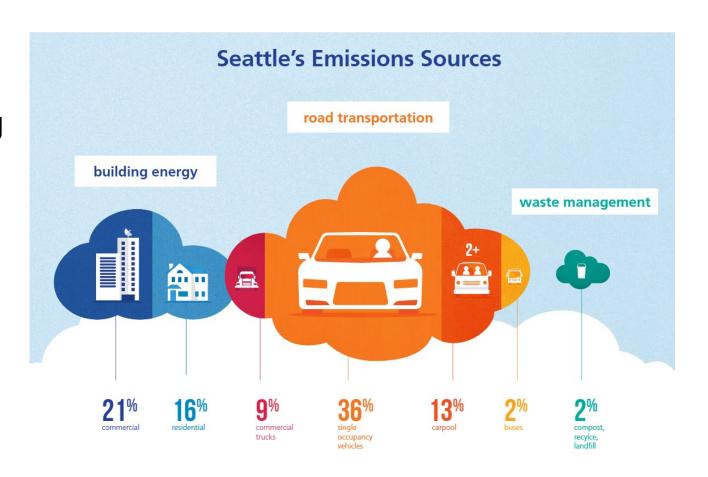
Program Attributes

- Close coordination with King County Metro
- Diligent application review process to ensure no impact to transit at requested locations
- Builds upon successful employer relationships begun during Pilot
- Aim to reduce traffic impacts from employees returning to work locations post-Pandemic
- Excess Program revenues (beyond administration and permitting) to be targeted for shared stop improvements



Program Benefits

- Prioritize equity in the transportation system by ensuring compatibility with transit
- Supports more sustainable travel options, reducing carbon emissions and congestion
- Makes efficient use of limited curbspace
- Ensures administrative and financial sustainability



Lesson Learned: San Francisco Shuttle Program

- Researched Commuter Shuttle Program in SF
- Created in reaction to impactful tech sector shuttle operations had already proliferated
 - Long shuttle dwell times
 - Shuttles blocking roadways
 - Shuttles blocking bus stops
- Created network of shuttle-only zones and defined shared transit stops + arterials
- In time: mature, established oversight program
- Moved to fees to shuttles per "stop event"







[NAME]
[Committee name / City Council]
[Date]
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Amendment 1 to CB 120493 – Shared Transit Stops

Sponsor: Councilmember Pedersen

Technical corrections to Attachment A Fee Schedule

Effect: This amendment would make technical corrections to the Attachment A Fee Schedule as included in the legislative record.

Revise Attachment A as follows:

Att A - Seattle Department of Transportation Transit and Mobility Fee Schedule $\frac{V11}{V12}$

Attachment A - Table A		
Seattle Department of Transportation Transit and Mobility Fee Schedule, Effective DATE		
Permit Type	Permit Fee	
Shuttle Vehicle Permit*	\$600	
Shared Transit Stop Use*	\$5,000	
Shared Transit Stop Use* (Reduced**)	\$2,500	

Attachment A - Table A1		
Other Rates and Charges		
Hourly Review and Inspection Rate		\$332

Attachment A - Definitions		
Term	Description	
Shuttle Vehicle Permit	A An annual fee charged per vehicle	
Shared Transit Stop Use	A An annual fee charged per employer per transit	
	stop	

[NAME]
[Committee name / City Council]
[Date]
D#

*The Department of Transportation is directed to use the Shuttle Vehicle Permit and Shared Transit Stop Use fees credited to the Transportation Fund-for the following purposes: program administration and management; data collection and analysis to measure the use and/or impact of shuttles at Shuttle Vehicle Load Zones and at employer shared transit stops; updating IT and permitting systems; reimbursing Metro for their staff review time, performing other administrative functions, and for any transit zone maintenance costs; and other program-related costs.

^{**}A reduced Shared Transit Stop Use fee shall be applied only to entities with an approved Major Institution Master Plan (MIMP) and a documented Transportation Management Plan (TMP) which utilizes employer shuttles as a tool to reduce single-occupant drive-alone trips.







Presentation Outline

- Program Goals & Background
- Shared Stops Pilot & Lessons Learned
- Program Proposal & Attributes
- Council Action & Director's Rule
- Today's Action & Future Potential Changes
- Next Steps



Program Goals

Goals:

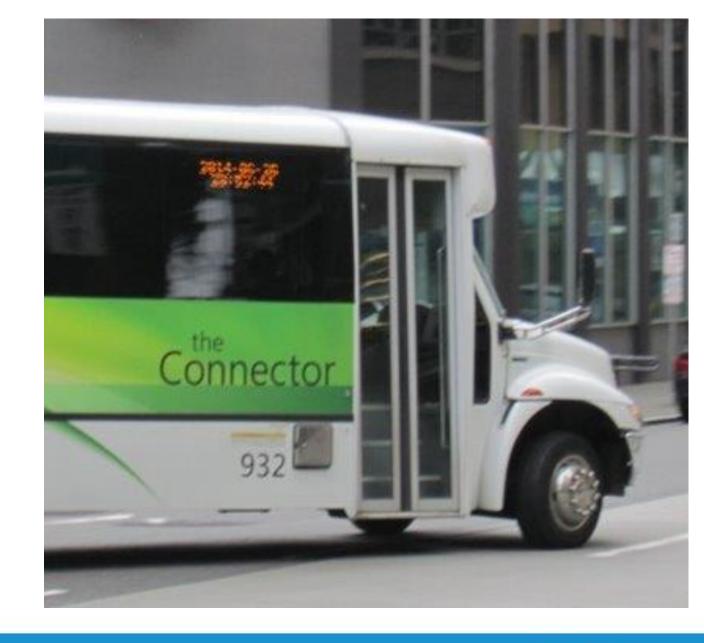
- Ensure public transit's vital role in transportation system
- Actively manage shuttles to maximize public benefits
- Provide employers with consistency and clarity for shuttle loading
- Encourage increased use of shared modes
- Support Downtown recovery

Today's Requested Action:

 Recommend passage of Council Bill 120493, which permits SDOT to establish a permanent shuttle oversight program, amends Seattle Municipal Code, and adopts a fee structure (Attachment A)

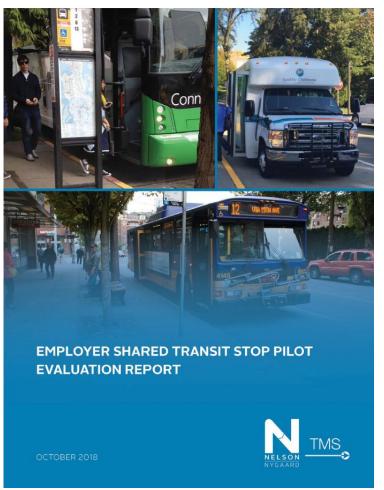
Background

- Single-employer shuttles authorized by state law
- Shuttles already have access to 3- and 30-minute load zones and Shuttle Load Zones (permitted since 2005) when available
- Both employers and SDOT had need for more strategic approach to shuttle loading



Shared Stops Pilot & Lessons Learned

- Spring 2017: Employer Shared Transit Stops Pilot
 - Seattle Children's Hospital: 5 shared stops
 - Microsoft: 7 shared stops
- October 2018: Evaluation Report
 - No major impacts to transit or roadway operations
 - Best practices include thoughtful consideration of stops to be shared, and close partnerships
- Successful pilot operation with lessons learned toward permitting future stops



Program Proposal



- 1. Make the Employer Shared Transit Stops Pilot permanent
- 2. Establish a new fee structure
- 3. Formalize the permit **application process** with detailed criteria
- 4. Collect more data and shuttle operations information through annual vehicle permitting process

Council Action & Director's Rule

Council Action:

- Adopt CB #120493
- Updates SMC Title 11
 - Authorizes Program
 - Updates transit-related definitions
 - Shifts Shuttle Vehicle Permit Fee
- Includes Attach. A: Fee Structure
 - Adopts Shuttle Vehicle Permit Fee
 - Adopts Hourly Review Fee
 - Adopts Shared Transit Stop Use Fee

SDOT Director's Rule:

- Adopted administratively
- Defines application request criteria
 - New Shared Transit Stop application
 - New Shuttle Load Zone application
- Updates Shuttle Vehicle Permit conditions (data requirement)
- Sets annual permit standards
- Describes applicant & SDOT process and King County Metro coordination

Stakeholders Consulted (2017-2023)

- King County Metro
- Other cities:
 - San Francisco (SFMTA, MTC)
 - New York City (NYCDOT)
 - Bellevue, WA
- Transit Advisory Board
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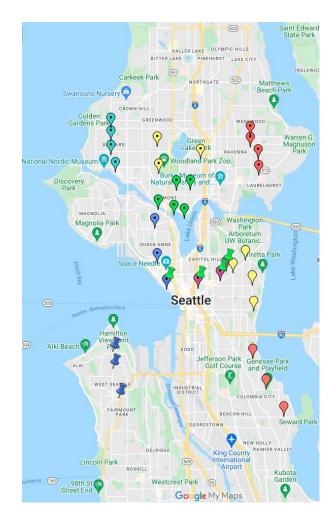
Proposed Fee Structure

- All fees deposited in Transportation Fund
- Increase the annual Shuttle Vehicle Permit fee from \$300 to \$600 in 2023, tied to inflation;
 - Current \$300 fee fixed in the SMC since 2005, deposited in General Fund
- A new hourly staff fee (\$332 in 2023) load zone & shared stop review;
- Annual Shared Transit Stop use fee of \$5,000 per location per year
 - Reduced rates for certain medical & educational institutions
- Modeled after existing permit-review-use fee structure already adopted by Council



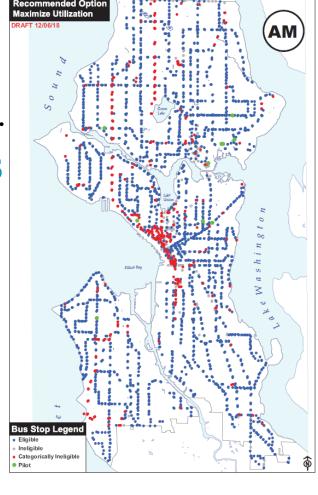
Proposed Shuttle Process Changes

- Purpose: Create central internal and external point for shuttle vehicle operations, curbs, and data exchange
- Annual Shuttle Vehicle Permit: New data requirement provides more visibility into shuttle operations starting with 2023 permits
- Shuttle Vehicle Load Zones: New application process streamlines staff intake and review
 - Today: Ad hoc requests, no centralized intake or process
- Clearly scoped and reimbursed staff time for shuttle oversight work
- Work with operators even without Shared Stops



Considerations for Shared Transit Stop Applications

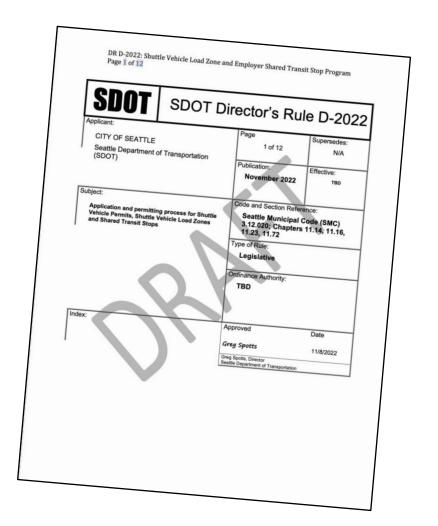
- Excludes stops with highest potential for conflicts
 - RapidRide stations, bus lanes, layover, busiest stops, etc.
- Permit approval depends on shuttle and stop details
- Application process and details in Director's Rule
 - Annual application cap per employer
 - Employer and citywide caps for shared stops
- Could direct to existing or new shuttle zone, other bus stop, or other curbspace nearby
- Annual, non-vesting, revocable stop use permits





Director's Rule Feedback

- Draft Rule D-2022 noticed in November 2022
- Comments:
 - Clarifications about coordination with King County Metro, definition of RapidRide station
 - Suggestion for data privacy guidelines in data sharing
 - Request for information gathered about operator unionization status
- Final rule to be published in Q1 2023



Today's Action & Future Potential Changes

- Council Action Today:
 - Authorizes Program and launch Q1 2023
 - Adopts Fee Schedule for 2023
- Annually, starting 2024:
 - Index Shuttle Vehicle Permit to CPI
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www.seattle.gov/transportation/projects-andprograms/programs/transit-program/employer-sharedtransit-stop-pilot

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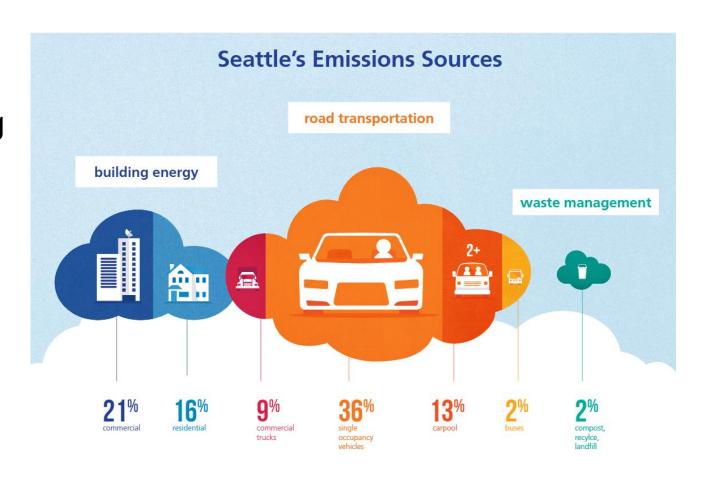






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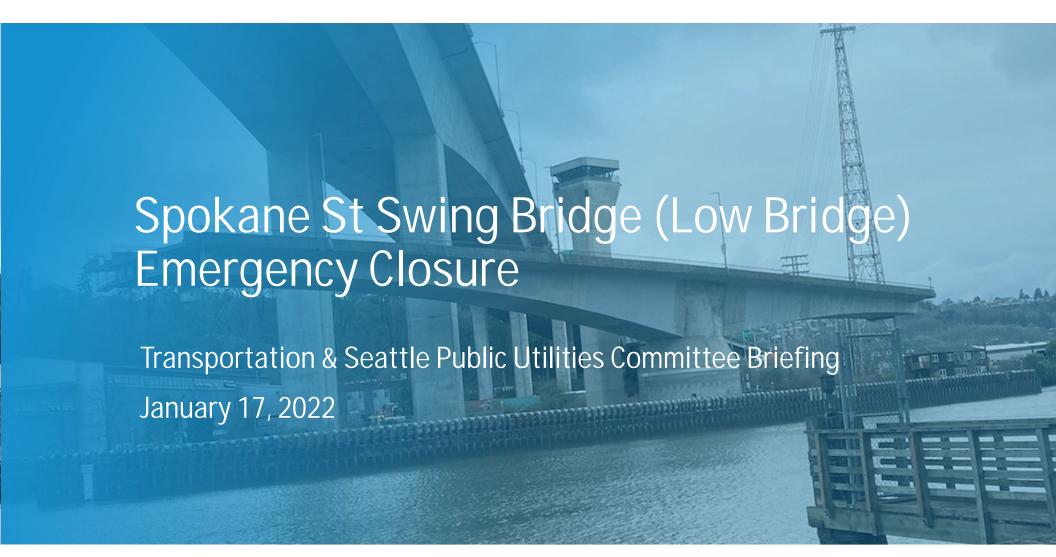


SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor Seattle, WA 98104

Legislation Text

File #: Inf 2217, Version: 1





Low Bridge

SPOKANE ST SWING BRIDGE (LOW BRIDGE) – JANUARY 2023 LIFT CYLINDER: **HYDRAULIC PUMPS:** TURN CYLINDERS: push and pull on pumps the fluid that lifts the lift cylinder to rotate the bridge lifts and rotates span allowing it to open and close the bridge and turns the cylinders **Duwamish Waterway WEST PIER HOUSING EAST PIER HOUSING**



Diagnosis

- Turn cylinders were scheduled for overhaul in 2023 before shutdown occurred
- Record setting ice storm Dec 23 resulted in a bridge power outage
- After outage, eastern bridge span only moved part way and stalled
- Span took several attempts to fully open
- Found turn cylinder hydraulic fluid leaking at greater rate than before
- Cylinder could not be used without risk of creating a larger problem
- King Tide impacted electrical conduit to the bridge span tail locks







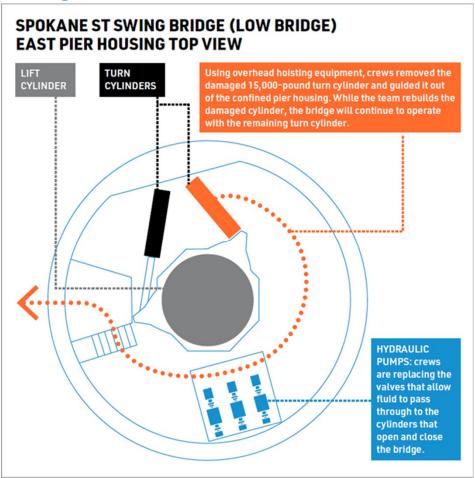
Response and Recovery

- Reopened bridge to traffic on Jan 13
- Removed leaking cylinder on east side for refurbishment on Jan 8
- Reprogrammed east side to operate with remaining cylinder
- Ran test opening cycles Jan 9-10 to confirm single-cylinder operations
- Replaced hydraulic system pumps valves Jan 11; system testing on Jan 12
- Bridge opens and closes more slowly during single-cylinder operations
- Continue removal and single-cylinder operation cycle until 4 cylinders refurbished





Cylinder Removal





The cylinder is lowered into a custom-built cradle, and removed from pier house using internal crane rails



Pump Valve Replacement

Hydraulic power unit contains the pumps, valves and motors that push the fluid that powers the cylinders

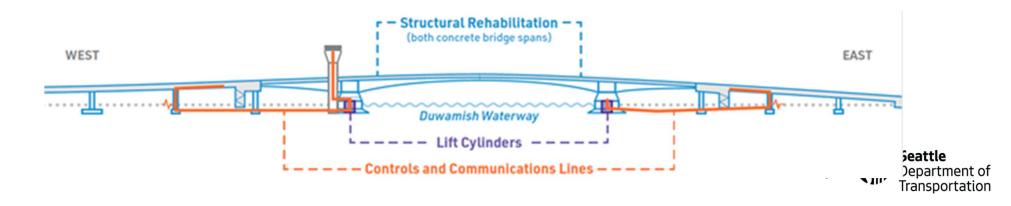
- Opened pumps and replaced failed valves on Jan 11
- Ensures no hydraulic fluid gets into the motors





Accelerates planned work for low bridge

- Strengthen the bridge (completed Oct 2022)
- Replace pump arrays (scheduled Feb 11 14)
- Rehabilitate the east side lift cylinder, which does the heavy lifting to open and close the bridge (Spring 2023)
- Upgrade the control and communications system that open and close the bridge (2023)



Bicycle detour

- Installed temporary bike lane on 1st Ave S and W Marginal Way SW on Jan. 4-5; 1st Ave S removed Jan 14
- W Marginal Way SW remains in place while conversations continue about a permanent protected bike lane
- Cones and signs checked three times per day by SDOT
- Bicycle and vehicle counts taken daily on all temporary detour routes



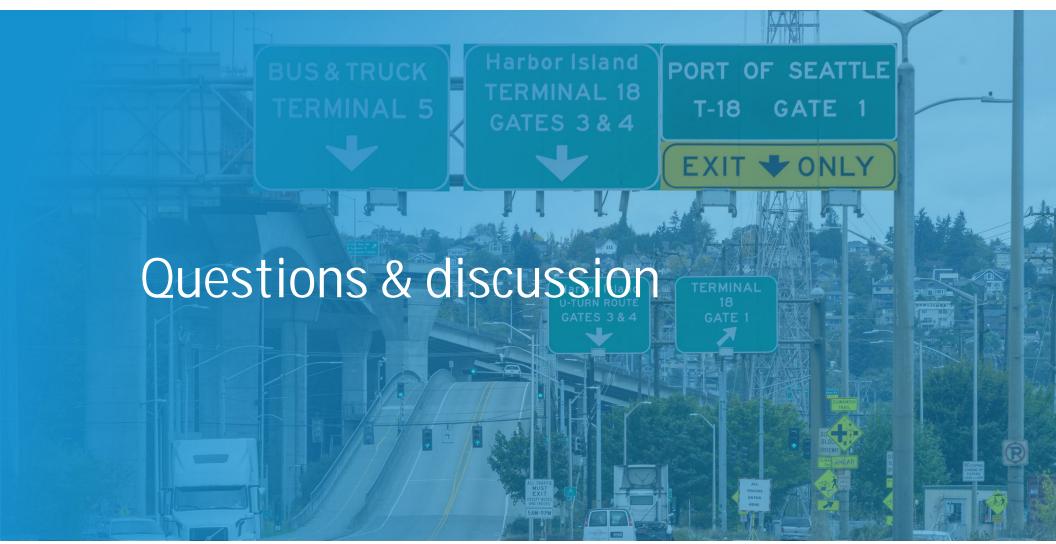




Free transit

- Free rides for pedestrians and people biking on W Seattle buses and water taxi began Jan 6
- Partnership with King County Metro
- Seattle Transit Measure funds
- Rides available using Transit Go rewards app widely promoted by Flip Your Trip/WSB Program in 2022
- Program ended Jan 13 when low bridge reopened





10