

CTR Program Legislative Update - 2021

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Project Brief: CTR Program Legislative Update PTD

1. What is the origin of this project?

As defined in [SUBSTITUTE HOUSE BILL 1514](#), Chapter 135, Laws of 2021 SHB1514: the WA state legislature directed WSDOT to conduct an update of the CTR program.

NEW SECTION. Sec. 4. The department of transportation and the commute trip reduction board shall prepare a report regarding, and an update to, the statutes governing the commute trip reduction program, within existing resources. The department of transportation shall provide the transportation committees of the legislature with the report and update by October 1, 2021.

2. What are the goals for the update?

- Develop consent among stakeholders on the **goals** the updated CTR Program will achieve
- Develop consent among stakeholders on the **scope** (what is wanted in the program) of the updated CTR Program. Illustrative examples are:
 - Housekeeping: such as technical fixes
 - Moderate updates: such as giving equal priority to targeting non-commute trips as commute trips and changing surveying requirements
 - Major updates: such as changing required participants in the program and creating new program goals
- Develop a revised statute that accurately reflects the operations of the updated CTR Program

3. What deliverables are necessary to produce the update?

- Project Brief
- Work Plan
- Description of current status of program
- Stakeholder engagement, including:
 - Summary of input
 - Proposed revisions to CTR legislation based on input
 - Analysis of why feedback may not be included in the CTR revised program
- Outline of report to the legislature
- Final Report on the CTR Program and recommendations for Updates
- Presentation to Joint Legislative Transportation Committee



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4. What principles will guide this work?

- The effort will be guided by the TDM Technical Committee and TDM Executive Board
- The updated CTR Program will require broad based support
- The program will continue to be decentralized and locally led
- Ensure the recommended updates to the CTR Program support safety, engagement, inclusion, and sustainability
- Alignment with legislative intent
- Realistic expectations regarding viability of recommended changes
- Decisions about needs and strategies based on long-term CTR Program success
- Opened mindedness about what an updated program will achieve and how it will be structured

5. What are some key questions this work will answer?

- National CTR program best practices?
- Questions related to the revised CTR program work:
 - What is the scope of the revised CTR program? Desire expressed to cover all day trips, non-work trips, and small businesses.
 - How do we add desired program flexibility?
 - What permissions are needed to allow the experimentation needed to improve the Program?
 - Should full-time remote workers be counted as CTR-affected employees?
 - How can the CTR law Update support increased statewide telework?
 - Are there other congestion causing activities or geographic locations that should be addressed by CTR (e.g., special and sporting events, concerts, seasonal congestion (ski areas, summer tours))
 - Should we enable more voluntary participation?
 - Should jurisdictions in non-affected areas be allowed to participate in CTR?
 - Should jurisdictions outside of UGAs be allowed to participate in CTR?
 - Should the state encourage and support more Growth and Transportation Efficiency Centers (GTECs)? How?
 - Should the CTR program support geographic areas with multiple small employers, like business districts, manufacturing industrial centers, and airports? How?
 - Should the CTR program support commuters that travel outside of peak times, like early mornings and late nights? How?
 - Should the CTR program support employees outside of central business districts that may have limited access to mass transit infrastructure, like manufacturing industrial centers? How?
 - What is achievable given existing resources?
 - What could be achieved with additional resources?
 - Who is responsible for identifying additional resources?
 - Who is responsible for implementing the revised program?
 - How will success be measured?



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- What is the change management strategy?
- Questions related to the context of the revised CTR program's place regarding current and future issues:
 - How can the CTR program be updated to help meet today's mobility challenges and opportunities (e.g., mobility on demand, first-last mile connections, non-peak period congestion, mobility hubs, regional multimodal investments, and plans)?
 - How will the new Environmental Justice Law influence project engagement and program recommendations?
 - How can an updated CTR Program support a new Rideshare On-line Platform?
 - How can the CTR program be updated to help improve equity, access, and opportunity?
 - How do we assure that CTR is part of all Transportation Planning efforts in the State?
- Questions related to the TDM Executive Board and TDM Technical Committee:
 - How to formalize the establishment of the TDM Executive Board?
 - Define the role, responsibility, and powers of TDM Executive Board
 - Define the relationship between TDM Executive Board and TDM Technical Committee
 - Analyze if changes need to be made to existing statute related to the CTR Board (now the TDM Technical Committee)

6. How does this effort align with other mobility initiatives that involve WSDOT and our mobility partners? *(At some point a table may be helpful)*

This effort will consider how an updated CTR program can support existing and related WSDOT multimodal planning efforts. Examples include, but are not limited to:

- Sound Transit 3 station access
- Managed Park and Ride facilities
- Active Transportation Plan
- Mobility on Demand outcomes, programs, and pilots
- Cooperative Autonomous Transportation Plan
- Safe Routes to School
- Statewide telework support

7. What is outside the scope of this update?

- Additional program restraints (e.g., prescription of travel modes to implement, prescription of incentive mechanisms)
- Increasing the state's role in program management
- CTR program funding allocation formula

8. How is this update organized?

- As specified in the authorizing law, the TDM Technical Committee (aka the CTR Board) and the TDM Executive Board are responsible for overseeing this project



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- WSDOT staff will provide technical, policy, research, engagement, and logistical support
- Meaningful engagement with stakeholders will play a central role in shaping the report
- Development of sprint teams comprised of committee and possibly non-committee members

9. Who are the key staff or this work?

- Ricardo Gotla – Project Manager
- Carol Thompson – Lead staff

10. Who are additional PTD resources for this work?

- Stan Suchan – Key advisory staff
- Brian Lagerberg – Key advisory staff
- TDM Technical Committee
- CTR Implementers
- Business Services
- Colin Pippin-Timco
- Liz Bastian
- Alon Bassok
- Monica Ghosh
- Michael Wandler
- Kate Ito
- Ian Wesley

11. Who will the update engage?

- Governor's Office
- Key House and Senate Transportation Committee legislators
- Legislative staff
- WSDOT executive management
- WSDOT legislative affairs
- WSDOT Government Relations
- PTD senior management
- Additional WSDOT divisions (e.g., Regional Transit Coordination, Traffic Operations, Active Transportation)
- Additional state agencies (e.g., OFM)
- Metropolitan and Regional Transportation Planning Organizations (MPOs/RTPOs)
- TDM Executive Board
- TDM Technical Committee
- Affected jurisdictions
- Tribes
- CTR implementers
- Transit agencies
- Nonprofit services providers



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- Private mobility providers
- Businesses
- Mobility Advocacy groups
- Social justice and environmental justice organizations
- WSTA (Vanpool Committee)

12. How will decisions be made?

The TDM Technical Committee, with consultation with the TDM Executive Board, will have decision-making authority for interim deliverables and the final report and update.

13. Who will use the deliverables created by this update?

- WSDOT
- TDM Technical Committee
- TDM Executive Board
- Legislature
- Legislative staff
- TDM practitioners
- Businesses

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