

City of Bainbridge Island 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.

Bainbridge Island currently has a population of about 24,254, making it the second the largest city in Kitsap County. The island is separated from the Kitsap Peninsula by Port Orchard, with Bremerton to the southwest. It is connected to Seattle by the Washington State Ferries system and to Poulsbo and the Suquamish Indian Reservation by State Route 305, via the Agate Pass Bridge.

Some of the largest employers on Bainbridge, include the Bainbridge Island School District, City of Bainbridge Island, and Sage Manufacturing. Some of the popular destinations for tourists are Bloedel Reserve and the Bainbridge Island Museum of Art.

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

Many of the people who work on Bainbridge Island travel from off-island using SOVs. The CTR program allows these employees to choose to use rideshare or transit options. Additionally, much of the land use on the island is single family homes on large lots. There are few direct routes that residents can use to reach employment without the use of a car. The CTR program incentivizes the use of ridesharing and transit use to affected employers for on island residents. This program aligns with the Comprehensive Plan Goals LU-10, TR-1, TR-4, TR-5, TR-12 and TR-14.

Bainbridge Island has a growing multimodal transportation system, that provides good facilities for non-motorized users and pedestrians and good access to transit. The transportation system improves mobility and safety for all users while respecting the character of neighborhoods and maintaining a climate resilient environment. The system is regionally coordinated, adequately financed, and community supported.

As population grows on the Island and in Kitsap County, the demand on the Island's roadways and in particular, SR 305, increases. As traffic volumes and vehicular-related congestion increases, so do conflicts with bikes/pedestrians and the need grows for transportation improvements to accommodate all modes of transportation and a wider range of users. We need to consider how future growth will affect the community, and how to preserve the character and livability of Bainbridge Island. The

following list from the Comprehensive Plan's Transportation Element highlights Bainbridge Island's transportation issues:

- Limited Transportation Choices
- Roadway Congestion
- SR 305 Traffic Congestion
- Non-Motorized Travel
- Transit Service

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

Commuting patterns have changed on the Island significantly over the last few years. This change is in large part due to COVID-19 impacts, and more folks are working remotely or doing hybrid work. While this has had positive outcomes for greenhouse gas emissions reductions, it does pose some challenges for CTR and other modes of commuting. Luckily, there are transportation options to and from the island as well as on the island. Kitsap Transit provides bus service connecting many areas of the Island to the ferry and Winslow. Kitsap Transit is working to expand service during non-peak hours and to inter-Island locations, and many in the community would like to see this service maintained and expanded. This service has provided valuable mobility to the community, especially for older people, those with disabilities and younger populations.

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

Coordinate with local, regional, state, public and private organizations to promote regional transportation improvements and services that are compatible with the community's vision as expressed in the Comprehensive Plan.

Develop, operate, and maintain a transportation system that respects and protects the natural environment including the quality of the Island's air, water and natural habitats.

Encourage greater efficiency of the integrated multimodal transportation system that provides a range of transportation alternatives and increases the through movement of people.

Encourage the use of public transit and encourage transit agencies to operate and maintain local and regional transit services and facilities that reduce the need for single occupant vehicles and support the needs of transit-dependent users.

Encourage the development of an integrated multimodal transportation system that provides a range of safe transportation alternatives and increases the through movement of people, maximizing use of non-motorized and public transit.

- 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.*

The goals and policies of the Comprehensive Plan support multi-modal transportation options for Bainbridge Island. The inclusion of a parking ratio reduction program should be considered in the Winslow center to allow for compact transit friendly development patterns. Specifically, as mentioned in Policy TR 5.2. Policy TR 5.2 Develop parking and other programs that encourage High Occupancy Vehicle (HOV) use, including carpool and vanpool parking.

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.*

The CTR Program at Kitsap Transit compliments the local Comprehensive Plans by providing alternatives to driving alone to employment locations, as well as resources, education, and training on commute options through outreach efforts and providing materials both in print and electronic form. Expanding mode options to make walking and biking realistic options and encouraging dynamic parking pricing would also help the city achieve their CTR goals. All of the local Plans specifically call for reductions in drive alone rates to work sites.

3. 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.*

By encouraging less vehicle miles traveled per person there is a benefit to reducing GHG emissions. The program also supports lower parking ratios, and less land is needed for development. This reduces the urban heat island effect to an unknown degree.

- With **existing federal, state, and regional policies** will reduce Kitsap County's GHG emissions by 47% by 2050
- **Additional reductions** will be needed to achieve a 50% reduction by 2030, 70% reduction by 2040, and 80% reduction by 2050. Achieve an 80% reduction by 2050

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

The CTR Program will support jurisdictional environmental objectives in addition to greenhouse gas emission reductions by encouraging non drive along commute options such as ride sharing, transit, and active transportation. This addresses many goals in the Comprehensive Plans such as public health, storm water, preserving rural lands, etc.

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.*

The CTR program will help achieve regional and state objectives as past data shows that the non-drive-alone trip rate is higher at CTR worksites, which shows having a program in place is having a positive impact at employers in the county that support CTR. The CTR program helps achieve both regional and state objectives by having the same goals of sustainable, equitable, affordable, safe, and an efficient multimodal transportation system.

City of Bainbridge Island Comprehensive Plan:

Objectives: To reduce the use of SOVs for work related trips.

State CTR Draft Plan Objectives:

- Improve delivery of CTR programs
- Produce more useful transportation behavior data
- Respond to shifting mobility patterns
- Reduce greenhouse gas emissions

Summary of benefits that would be gained by meeting CTR targets:

A successful CTR program will achieve a balance of choices for island residents to choose from regarding accessing employment. The use of CTR at a high level can reduce vehicle emissions, traffic volume, promote more compact development through less parking areas, and improve access to jobs for residents who may otherwise be unable to access opportunities.

- b. List adjacent CTR-affected cities and counties.*

- Kitsap County

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

- Many of the people who work on Bainbridge Island, live off-island and travel by SOV onto the island.

- 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.*

- Work with the City's ETC to continue offering outreach events, such as attending their annual employee benefits fair, Bike-to-Work Day event, and others where the focus is heavily on ride matching opportunities with carpools or vanpools and providing bus routing info.

Performance targets

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

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

Option 1. Weighted average drive-alone rate (DAR) of 60% or less for CTR-affected worksites at the jurisdictional level.

b. List any additional performance targets.

No additional performance targets other than the recommended Option 1.

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

a. For each performance target, provide the number you'll use as the baseline (or starting number). You'll measure the difference between this number and your results to report performance.

I have established a base value using the 2023-2025 survey cycle and will measure progress using 2025-2027 survey results. I'm using the average drive alone rate, weighted by the total employees at each worksite.

As of August 2024, CTR Survey Results City of Bainbridge Island's Baseline:

Weighted DAR of 58.1%

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

a. Provide the source for each base value listed.

The source is the CTR Survey. Alex helped provide the weighted DAR. The way to account for this mathematically is calculating a weighted average based on the number of employees.

1. Multiply the total employees by the drive alone rate for each worksite
2. Add those numbers together
3. Divide by the total number of employees for all worksites

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

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

CTR Survey every two years using the weighted DAR.

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

a. List all your CTR-affected sites.

1. City of Bainbridge Island
2. Far Bank Enterprises – Sage Manufacturing
3. IslandWood

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.

We will use the jurisdictional target of 60% for all the worksites.

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.*

I'll establish a base value after survey data validation.

Services and strategies

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

- Kitsap Transit and City of Bainbridge Island have a closer partnership when it comes to transportation efforts. Kitsap Transit's goal is to help people and businesses in and around Kitsap County learn about the transportation options available to them and connect them with the tools and resources to make non-SOV traveling choices. These programs support the City of Bainbridge Island in achieving its CTR requirements and goals.
- We will continue enhancing and promoting the Smart Commuter Program efforts particularly offering premium parking spaces for Vanpool and Carpools where possible.
- Continue working with Kitsap Transit on creating more outreach events to help spread awareness of CTR options, including promotional materials and incentives. Schedules and printed materials for all services will be provided.

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

- Kitsap Transit provides information and resources as well as hosts outreach events to help employees with commute options.
- Encouraging employers to provide subsidies or transportation incentives.
- Encourage the free parking or offer premium parking spaces for rideshare vehicles.

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

- a. *Describe how you'll address these barriers.*

- Bus routes around the island are limited in certain areas to heavy commute hours. There is mid-day bus service during the day to help with this, but it is somewhat limited. Kitsap Transit plans to make route changes and improvements on the island within the next four years.
- Most people that work on Bainbridge Island live off-island, therefore it adds more SOV traffic to the island. By hosting commuter fairs and promoting ridesharing options like carpool and Vanpool, as well as helping with trip planning, we are working to reduce those SOV trips.

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

Kitsap Transit, who implements the program on behalf of the City of Bainbridge Island, utilizes statewide CTR technology such as Rideshareonline.com, and the CTR Survey Tool to administer the CTR Survey and Program Report.

16. Transcribe or link to your local CTR ordinance.

[City of Bainbridge Island](#)

17. Describe your financial plan.

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

City of Bainbridge Island has an agreement with Kitsap Transit to implement the CTR program. Below are the estimated amounts for each activity using CTR grant funds.

**these are estimates and may fluctuate across the jurisdictions depending on involvement. My CTR funds do involve resource sharing.*

Activity	Estimated average annual cost
Employer Engagement*	5,000
Commute Trip Reduction 4-Year Plan	2,650
Performance Reporting**	3,000
Administration***	5,000
Total	\$15,650

* Includes identifying worksites and employee transportation coordinators, conducting training, providing technical assistance, and reviewing employer CTR plans.

** Includes worksite surveys and program reports.

*** Includes financial and program management; CTR for city employees; involvement in comprehensive, regional transportation, and transit planning; transportation demand management technical assistance to capital projects.

From the BI ETC: The city budgets approximately \$11,000 annually for its CTR Program. \$10,000 of this budget is budgeted for monthly incentives paid to employees for commuting using a non-SOV. The remaining \$1000 is reserved for planning and implementing engagement events. (This is in addition to the table above).

- b. *Describe likely funding sources, public and private, to implement your plan.*

Source of Revenue	Estimated average annual revenue
Kitsap Transit	\$11,439
City of Bainbridge Island	\$1,000
WSDOT	\$15,650
Total	\$28,089

Funding for CTR in the city of Bainbridge Island comes primarily from the WSDOT CTR grant funding along with local funds from Kitsap Transit and City of Bainbridge Island's General Fund noted above in 17 a.

The breakdown from the **WSDOT** funds is estimated as follows:

\$199,600 every two years for all of Kitsap County jurisdictions.

\$31,300 is allocated to City of Bainbridge Island from WSDOT funds every 2 years.

Kitsap Transit's breakdown of funds is estimated as follows:

\$106,782 is the estimated yearly budget from Kitsap Transit. (Funds are from the CTR budget, SCOOT Car budget, and a portion of the Rideshare budget combined)

\$106,782 per year divided by all worksites (\$3813 each) then per worksite in each

jurisdiction.

\$11,439 is City of Bainbridge Island's yearly total from that based on having 3 worksites in their jurisdiction.

18. Describe your implementation structure.

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

The City's Sustainable Transportation Coordinator (also the ETC) along with the other ETCs within the jurisdiction will work in partnership with Kitsap Transit, will plan and implement CTR programming for the city.

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

The City of Bainbridge Island has an agreement with Kitsap Transit to implement the CTR program. This would be a combined effort with jurisdictional ETC's (called out in 20 a.) and the Commute Trip Reduction Administrator at Kitsap Transit, Lindsay Kuiphoff. This position is in the Service & Capital Development department.

19. List your implementation schedule.

a. *Provide the timeline for anticipated projects.*

Aside from the CTR Surveys & Program Reports and WSRO Conferences, I don't have any solid dates or specific projects planned. Most of my CTR activities are planned as they come up, especially with outreach events, other than Employer Benefit Fairs, but again we schedule them as they come up.

- Fall 2025 – CTR Program Reports
- October 2025 – Washington State Ridesharing Organization (WSRO) Conference
- Spring 2026 – CTR Surveys
- October 2026 – WSRO Conference
- Spring 2027 – CTR Program Reports
- October 2027 – WSRO Conference
- Spring 2028 – CTR Surveys
- October 2028 – WSRO Conference
- Spring 2029 – CTR Program Reports
- Will schedule outreach events, ETC trainings, meetings throughout each year and as needed.

Provided by City of Bainbridge Island's ETC:

City of Bainbridge Island CTR activities occur on a semi-annual basis. The city hosts an annual Bike-to-Work Day event in the spring.

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.*

The Employee Transportation Coordinators at each worksite within the jurisdiction are the ones who implement the CTR programs at their respective worksites. The following are the list of ETCs for City of Bainbridge Island:

- Hannah Boettcher, Sustainable Transportation Coordinator, City of Bainbridge Island

- Mary Patterson, HR Manager, Far Bank Enterprises (Sage Manufacturing)
- Liz Hammond Moenig, People & Culture Specialist, IslandWood

They administer the program elements required of the employer including:

- Displaying their contact information in an accessible area at each affected worksite.
- Attend basic training and any ETC networking meetings offered.
- Develop a mix of elements that encourage employees to use commute options
- Promote the Guaranteed Ride Home program
- Submit a Program Report every two years
- Survey every two years
- Implementation of the following measures designed to achieve the county's commute trip reduction goals:
 - Distribute promotional challenges and campaigns.
 - Help employees with commute options as needed.
 - Provide information to employees on the program and its benefits.
 - Administer CTR surveys and report on the results
 - Produce their worksite's CTR program reports.

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?*

By providing jurisdiction employees the opportunities to; telework, opportunities to have compressed and flexible schedule, surveying employees, distributing CTR information, having the city's worksites located near transit stops, limiting free parking, informing on the guaranteed ride home program, and encouraging participation in regional events, helps encourage employees to not drive alone and choose other options to commute to and from work, helps contribute to the success of the overall plan.

Alignment with plans

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

Kitsap Transit, Washington State Ferries, and Clallam Transit

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

- City of Bainbridge Island's Comprehensive Plan
- Island-wide Transportation Plan (IWTP) Update
- The PSRC Regional Transportation Plan
- Vision 2050
- The PRTPO RTP
- Kitsap Transit's Transit Development Plan
- Kitsap Transit's Long-Range Transit Plan
- The Comprehensive Plans within Kitsap County

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

This Plan compliments the Kitsap Transit LRTP by continuing the CTR program to address access to employment. The LRTP is designed around the local comprehensive plans and Vision 2050. These Plans explain where the growth of population and employment will occur in the next 20-years. Our CTR program includes our Worker/Driver bus routes which serve as an employee shuttle to the Puget Sound Naval Shipyard and Bangor Submarine Base. These bus routes (35 total) carry over 1,500 riders per day into the workplace removing SOV trips from the roads. Our other programs accomplish similar results by reducing the need for SOV travel. This can also reduce GHG emissions. The Vision 2050 Plan calls for reduced SOV trips and GHG emissions. It also recognizes that the impacts of COVID-19 and impacts to employment, may continue to delay forward momentum. This CTR local plan also outlines the direction each of our jurisdictions are moving towards and their goals to promote use of public transit.

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

The City of Bainbridge Island is currently in the process of updating its Comprehensive Plan which is expected to be complete in June 2025.

Engagement

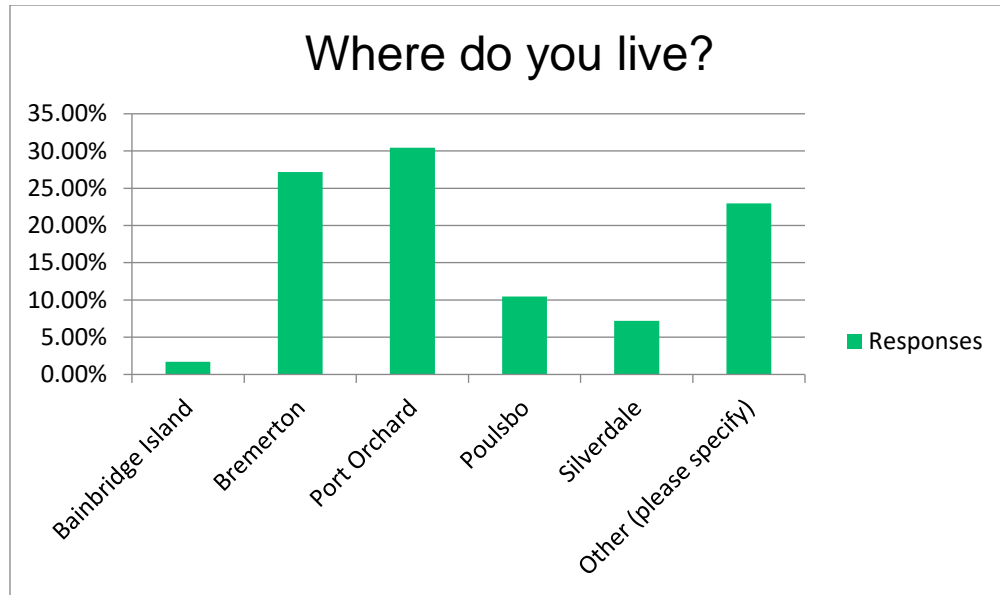
26. Describe stakeholder engagement.

a. *Who did you talk to?*

Kitsap Transit conducted a CTR scoping survey put out by the Marketing department. The survey was open for 3 weeks and was distributed on the following platforms to reach as many residents throughout the county as possible:

- Kitsap Transit's website
- Sent to ETC's to share with their employees
- Rider Alert subscribers
- Posted on social media.

We received 706 responses. 12 (1.7%) of those respondents said they lived on Bainbridge Island. 7 people (1%) said they work on Bainbridge Island.



Jurisdictional contact for plans: Lindsay Kuiphoff, Kitsap Transit

b. When did you talk to them?

March 2024 via ETC and employer outreach, and again in August 2024 with the CTR Scoping Survey.

c. What did they have to say?

- i. The top 3 most important community issues for people are: Traffic congestion 65.86%, Travel options besides cars 52.69%, and Equity (adequate, safe access to commute options for all) 35.55%.
- ii. The top 3 activities or investments people think local jurisdictions should focus on through their CTR programs are: Support telework and hybrid work options 48.44%, Build more safe infrastructure for walking and biking 45.61%, Review and update parking strategies and programs 39.24%

d. How did what they said influence the plan?

The feedback from stakeholders is mostly in alignment with the City of Bainbridge Island’s transportation plans.

27. Describe vulnerable populations considered.

All populations were considered with surveying outreach. Each city and the county sent out notice of the survey, as well as at outreach events. If we need to do more targeted engagement beyond this, we can.

28. Describe engagement focused on vulnerable populations.

a. Who did you talk to?

- Limited English Proficiency (LEP) groups were notified of the scoping survey
 - Veteran community was notified of the scoping survey
 - Low-Income and racial/ethnic groups
- * The way we did outreach didn't allow for specific numbers for each. Had I made provisions to separate out the groups within the survey questions, I would know the

breakdown of respondents from each group. Lesson learned for next time.

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

- a. Reached out to all ETCs within the jurisdiction to have them give any suggestions to make CTR more effective. No responses from Bainbridge Island ETC's.

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

- a. Lots of responses for safer biking/walking infrastructure needed.
- b. Increase frequency/geographic coverage of public transportation. Offer later service.
- c. Lack of knowledge of Guaranteed Ride Home and ride matching help.