



TO: Transportation & Infrastructure Services Committee

FROM: Nora Gierloff, DCD Director

**BY: Alison Turner, Sustainable Transportation Program Manager
Chris Andree, Sustainable Transportation Outreach Coordinator**

CC: Mayor Ekberg

DATE: September 12, 2023

SUBJECT: WSDOT TDM Program Allocation 2023–2025

ISSUE

The Transportation Demand Management (TDM) Program is asking for approval to accept the biennial Washington State Department of Transportation (WSDOT) TDM allocation funding (also known as the Commute Trip Reduction (CTR) Program).

BACKGROUND

The City's CTR Program is mandated by the state and operational since 1991. There are 16 CTR-affected worksites in Tukwila (including the City of Tukwila). Employers are required to complete biennial Program Reports and Employee Surveys to track progress toward goals. The TDM Program provides many services to assist employers with implementation of TDM Programs including consultation, training for Employee Transportation Coordinators, and employee outreach support.

DISCUSSION

WSDOT has provided a biennial allocation for the City's TDM Program since 1993. Funding had been flat at \$74,204 for many years but as a result of the Move Ahead Washington transportation package passed in 2022, the funding formula was updated and the amount increased to \$93,300. The work plan will include updating the City's CTR Plan, which was last updated for 2015–2019.

FINANCIAL IMPACT

There will be no impact to the general fund. The allocation provides a consistent source of funding for the TDM Program, which is leveraged by concurrent TDM grants.

RECOMMENDATION

The Council is being asked to accept the \$93,300 award from WSDOT and consider this item on the Consent Agenda at the October 2, 2023, Regular Meeting.

ATTACHMENTS

Attachment A: Award Letter

June 23, 2023

Alison Turner
City of Tukwila
6300 Southcenter Blvd
Tukwila, WA 98188

Subject: 2023-2025 Commute Trip Reduction formula grant distribution

Dear Alison Turner:

Congratulations! We are pleased to distribute your organization's Commute Trip Reduction (CTR) formula grant for the 2023-2025 biennium.

The Washington State Department of Transportation (WSDOT) is distributing CTR grant funding to 28 organizations across the state to assist regional transportation planning organizations, counties, cities, and towns in implementing CTR plans.

Program	Commute Trip Reduction	Emergency Ride Home	Total Award
CTR formula distribution for 2023-2025	\$93,300		\$93,300

The Transportation Demand Management Technical Committee determined your allocation of program funds.

CTR formula funds are reimbursable for grant-related activities beginning July 1, 2023. Project expenditures accrued prior to this date may not be charged to your award.

Matthew Cramer, community liaison, is your primary WSDOT contact, who will assist you with all aspects of your project. You can reach Matthew at matthew.cramer@wsdot.wa.gov or 360-905-2152 should you have questions or concerns.

We look forward to finalizing your grant agreement and funding your project so that we can help you provide valuable services in your community. Again, congratulations!

Alison Turner
June 23, 2023
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Sincerely,

A handwritten signature in blue ink, appearing to be 'Jill Nordstrom', with a stylized, cursive script.

Jill Nordstrom, grants and community partnerships manager
Public Transportation Division

JN:dl

cc: Christopher Andree, City of Tukwila
Matthew Cramer, WSDOT
Firas Makhoulouf, WSDOT
Evan Olsen, WSDOT
Ricardo Gotla, WSDOT