



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6774
September 16, 2025
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 6774: Acceptance of 2025-2027 Commute Trip Reduction Grant	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Accept the 2025-2027 Commute Trip Reduction Grant and appropriate the \$31,300 of grant funds in the 2025-2026 biennial budget to the Public Works Department to support the administration of the Commute Trip Reduction program and the Climate Action Plan.	

DEPARTMENT:	Public Works
STAFF:	Jason Kintner, Chief of Operations Alanna DeRogatis, Sustainability Program Manager Amelia Tjaden, Management Analyst
COUNCIL LIAISON:	n/a
EXHIBITS:	1. WSDOT Grant Award Letter dated August 6, 2025. 2. Commute Trip Reduction Grant Agreement
CITY COUNCIL PRIORITY:	n/a

AMOUNT OF EXPENDITURE	\$ 31,300
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUIRED	\$ 31,300

EXECUTIVE SUMMARY

The purpose of this agenda item is to accept a grant for \$31,300 from the Washington State Department of Transportation (WSDOT). The funds from this grant will be used for the administration of the Commute Trip Reduction Program.

- The City of Mercer Island first adopted a Commute Trip Reduction (CTR) Plan in 2009 ([Ordinance No. 09C-10](#)) but has not had any CTR-affected worksites in the last few years. The arrival of Riot Games (2024) on the Island triggered the participation of the City of Mercer Island in the CTR program.
- Implementing a CTR program is one of the actions included in the City's Climate Action Plan, adopted by City Council in April 2023 ([AB 6246](#)).
- The City Council adopted the 2025-2029 Commute Trip Reduction 4-Year Plan on March 4, 2025 ([AB 6630](#)).
- Mercer Island was awarded a grant of \$31,300 to support the City's Commute Trip Reduction program for the 2025-2027 biennium (Exhibit 1). The grant covers program expenditures from July 1, 2025 through June 30, 2027.

BACKGROUND

In 1991, the Washington State Legislature passed the Commute Trip Reduction (CTR) Law ([RCW 70A.15.4000-4110](#) and [Chapter 468-63 WAC](#)) to address air pollution, petroleum-fuel consumption, and traffic congestion. CTR law affects worksites with 100 or more full-time employees who begin their shift between 6:00AM and 9:00AM on weekdays in the nine most populous counties in the state. Affected worksites conduct CTR surveys every other year to measure vehicle-miles-traveled and the mode choices of their employees. The Washington State Department of Transportation (WSDOT) and jurisdictions use these survey results to report on collective progress toward drive-alone and vehicle-miles-traveled (VMT) reduction targets.

The City of Mercer Island first adopted a Commute Trip Reduction Plan in 2009 ([Ordinance No. 09C-10](#)). This ordinance set guidelines for affected employers to complete their participation in the program and satisfy compliance with the law. In the past few years, the City has not had any CTR-affected worksites and thus, halted participation in the program. Riot Games, a prominent video game development company, relocated its US headquarters to Mercer Island in 2024. The opening of the Riot Games office space established the first CTR-affected site on the Island in several years, triggering the need for the City to reestablish participation in the CTR program.

Implementation of a CTR program was also identified as an action the City's Climate Action Plan (CAP) that was adopted by the City Council in April 2023 ([AB 6246](#)). This action was included in the CAP as a strategy to reduce transportation-related greenhouse gas emissions on Mercer Island and to help the City achieve the CAP target of a 20% reduction in overall VMT by 2030 compared to 2017 levels.

The City Council adopted the 2025-2029 Commute Trip Reduction 4-Year Plan on March 4, 2025 ([AB 6630](#)). This plan described the current commuting conditions on Mercer Island and established the participation of the City in the program. The plan also laid out the necessary actions and implementation structure for the program, as well as services and strategies that could be used to achieve CTR targets.

ISSUE/DISCUSSION

Mercer Island was awarded a grant of \$31,300 to support the City's Commute Trip Reduction (CTR) program for the 2025-2027 biennium (Exhibit 1). The grant covers program expenditures, from July 1, 2025, through June 30, 2027. Eligible costs for grant-related activities incurred after July 1, 2025, are reimbursable once the grant agreement (Exhibit 2) is executed.

Staff plan to use grant funds for eligible expenses like providing subsidies and incentives to promote non-single-occupancy-vehicle (SOV) modes of travel, administering biannual surveys to CTR affected worksites on the Island, and completing CTR program requirements, including quarterly reports and the administrative workplan. Activities are described in the 2025-2029 CTR 4-Year Plan.

NEXT STEPS

Staff will implement and administer the Commute Trip Reduction program. Staff will conduct a biennial survey of employee commuting habits and use that data for updating the annual greenhouse gas emissions report.

RECOMMENDED ACTION

Accept the 2025-2027 Commute Trip Reduction Grant and appropriate the \$31,300 of grant funds in the 2025-2026 biennial budget to the Public Works Department to support the administration of the Commute Trip Reduction program and the Climate Action Plan.