



## Colorado Transportation Investment Office Memorandum

**To:** Colorado Transportation Investment Office Board of Directors

**From:** Kelly Brown, Chief Toll Operations Officer

**Date:** August 14, 2024

**Subject:** Safety & Toll Enforcement Program (STEP) Proposed Business Rules Revisions

### **Purpose:**

The Express Lanes Safety & Toll Enforcement Program (STEP) has been in effect for 12 months. A review of the program's attributes has been conducted and staff is proposing that the business rules concerning Collections, DMV Hold and Orphan License Plates be revised to include clarifying language to indicate eligibility for unpaid violations to move through the process to the next phase of the STEP workflow which includes collections activity and DMV vehicle registration holds for unpaid violations and Notices of Civil Penalty.

### **Requested Action:**

Staff is requesting comments from the Board in regard to revising Business Rules O20 and O30 to include clarifying language as to if/when a violation may enter into collections activity and/or have a DMV Hold placed on the license plate of the vehicle committing STEP violations.

### **Options/Decision Matrix:**

Refer to Attachment A for staff recommendations on revisions to Business Rules O20 and O30.

### **Attachments:**

Attachment A: Safety & Toll Enforcement Program (STEP) Proposed Business Rules Revisions.