

# Transit Development Plan 2022

with 2021  
Annual Report



## Central Transit 2022 - 2027

Date of Public Hearings:

July 20, 2022 – August 15, 2022.

**Adopted: August 15, 2022**

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This document is submitted per the requirements of RCW 35.58.2795.

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# Plan Adoption, Public Hearing and Distribution

## ***Plan Adoption***

The City of Ellensburg City Council adopted the 2022 - 2027 Transit Development Plan on August 15, 2022 at 7:00 PM at the City of Ellensburg City Council Chambers, 501 N Anderson Street, Ellensburg, WA 98926.

## ***Public Participation Process***

The 2022 – 2027 Transit Development Plan was reviewed by the Public Advisory Committee on July 19, 2022 and recommended it be submitted to the Ellensburg City Council for approval.

Public Comment Period: July 20, 2022– August 15, 2022

Comments Submitted to: [transit@ci.ellensburg.wa.us](mailto:transit@ci.ellensburg.wa.us)

Central Transit

Betsy Dunbar, Transit Manager

501 N Anderson Street

Ellensburg, WA 98926

**Public Hearing:** The City of Ellensburg will hold a public hearing on the Transit Development Plan on August 15, 2022 at 7:00 PM at the City of Ellensburg City Hall.

**Notice Posed to Website:** Central Transit posted a notice of the hearing on the Transit Development Plan to its website at [www.centraltransit.org](http://www.centraltransit.org) on July 20th, 2022.

**Notice Published in Local Paper:** The Daily Record published a notice of the hearing on the Transit Development Plan on July 27, 2022.

**Request for Paper or Digital Copies:** Central Transit allowed the public to request a paper or digital copy of the Transit Development Plan on and after July 20, 2022 by emailing [transit@ci.ellensburg.wa.us](mailto:transit@ci.ellensburg.wa.us) or by calling 509-925-8680.

**Available to the Public for Review:** Central Transit allow the public to view a copy of the draft Transit Development Plan at City Hall, 501 N Anderson Street, Ellensburg, WA 98926.

### ***Plan Distribution***

On August 17, 2022 Central Transit distributed the adopted Transit Development Plan to:

WebGrants at [wsdot.ptd.webgrantscloud.com](https://wsdot.ptd.webgrantscloud.com)

All cities, counties and regional transportation planning organizations within which Central Transit operates.

## **Description of Service Area, Operations and Facilities**

### ***Service Area***

Central Transit is a rural public transit system serving a population of 19,530 residents within a total area of 7.65 square miles. Located just east of the Cascade Range at the junction of Interstate 90 and 82, Ellensburg is known as the most centrally located city in the state of Washington.

Central Transit serves the general public throughout the city limits of Ellensburg.

Schedules and maps can be found on Central Transit's website at:

<http://www.centraltransit.org>

## ***Operations***

Central Transit provides accessible fixed route and complimentary ADA paratransit services.

Central Transit operates 5 fixed routes daily from 7:00 AM to 8:00 PM. Central Transit's system maps Exhibit's C - G, Pages 10 - 14 show the locations of each route, the direction of bus movement, scheduled bus stops, on demand bus stops, bus shelters and transfer service points.

- Routes 12 A and 12 B operate from 7:00 AM to 8:00 PM and serve the north end of the City, Central Washington University, downtown, and the business and shopping areas on the south end of town.
- Route 13 operates from 7:00 AM to 7:00 PM and extends north to Elmview and south to senior housing and the hospital.
- Route 14 operates from 7:00 AM to 7:00 PM and serves additional north end housing and Ellensburg High School on the south end.
- Routes 15 and 16 operates from 7:00 AM to 7:00 PM and serves downtown and the west side of Ellensburg.

The majority of Central Transit's transfer locations allow connections to other ground transportation which include the Kittitas County Connector, Greyhound, Flixbus, the Yakima-Ellensburg Commuter, the Travel Washington Apple Line, and the Bellair Airporter Shuttle which connects with SeaTac International Airport and Amtrak.

## **Exhibit A: Central Transit Connections**





Central Transit also connects passengers with many shared-use biking and walking trails including the Palouse to Cascades State Park Trail.



ADA Paratransit services are available within  $\frac{3}{4}$  miles of the fixed route service during the same time as the Central Transit fixed route services.

#### **EXHIBIT B: ADA Paratransit Service**



Central Transit's Cabulance service operates independently 24-7 to provide accessible non-emergency medical transportation for individuals within the City limits of Ellensburg to and from specific medical facilities as initiated by Kittitas Valley Fire and Rescue and other contracted facilities.

Transit services operate year-around with the exception of the following holidays: New Year's Day, President's Day, Memorial Day, 4<sup>th</sup> of July, Thanksgiving Day and Christmas Day.

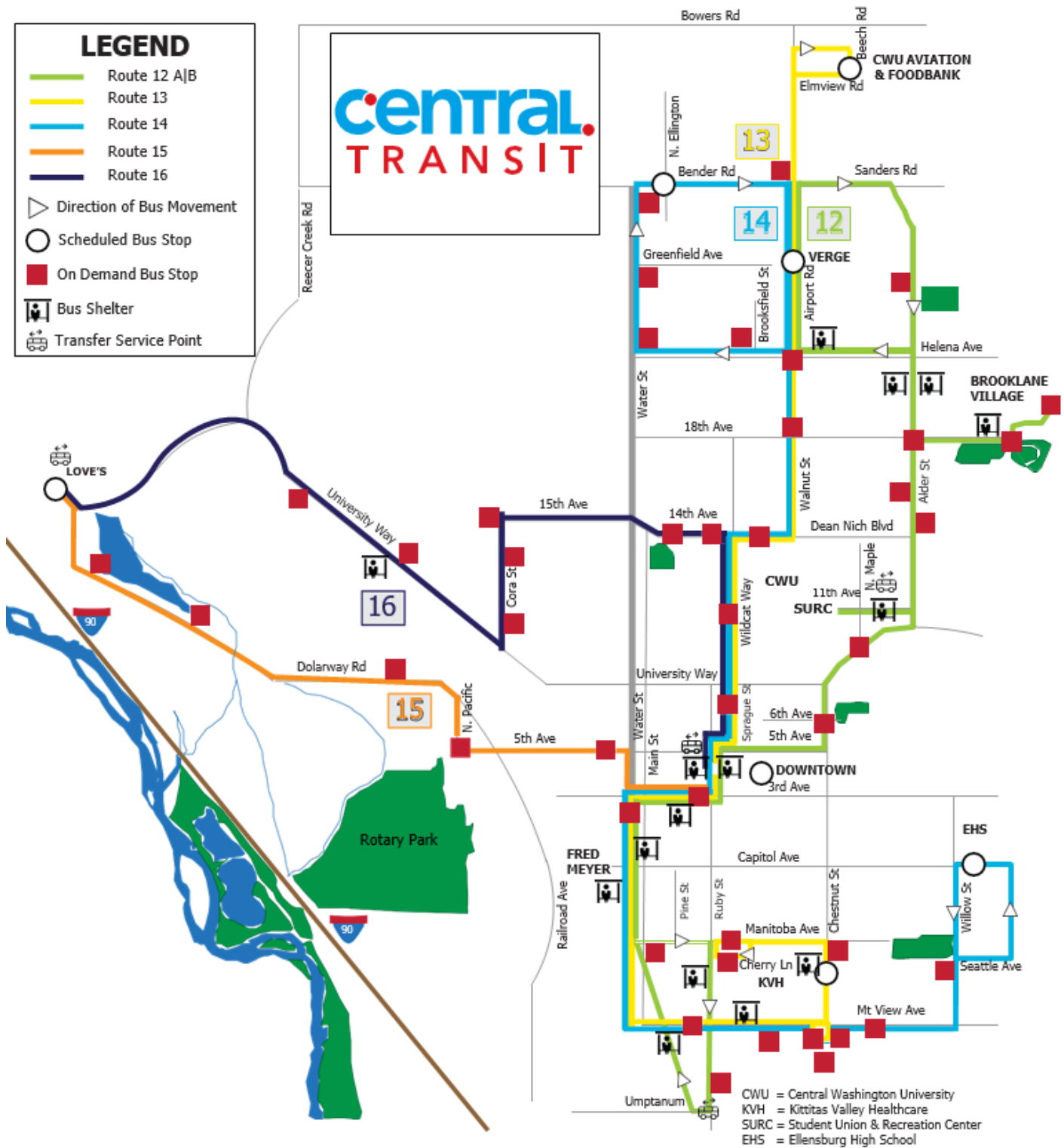


The City of Ellensburg contracts all transportation operations to HopeSource, a local private nonprofit organization.

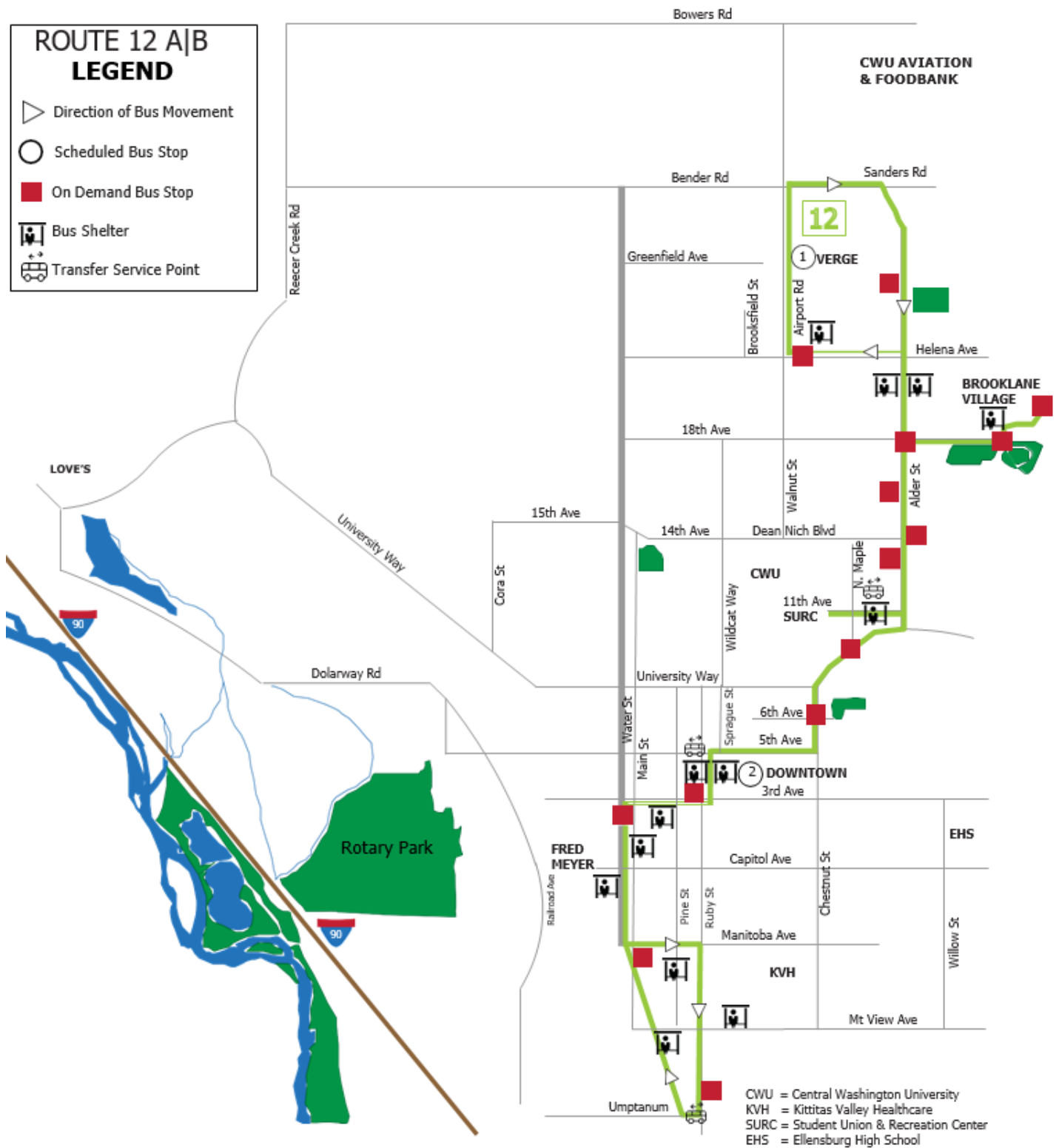
The City of Ellensburg provides support for HopeSource's county wide Dial A Ride and Kittitas County Connector services. The City also provides support for Yakima Transit's Yakima-Ellensburg Commuter Service.

Route schedules, maps, route planning, alerts, rider guide, news and information can be found on Central Transit's website at [www.centraltransit.org](http://www.centraltransit.org)

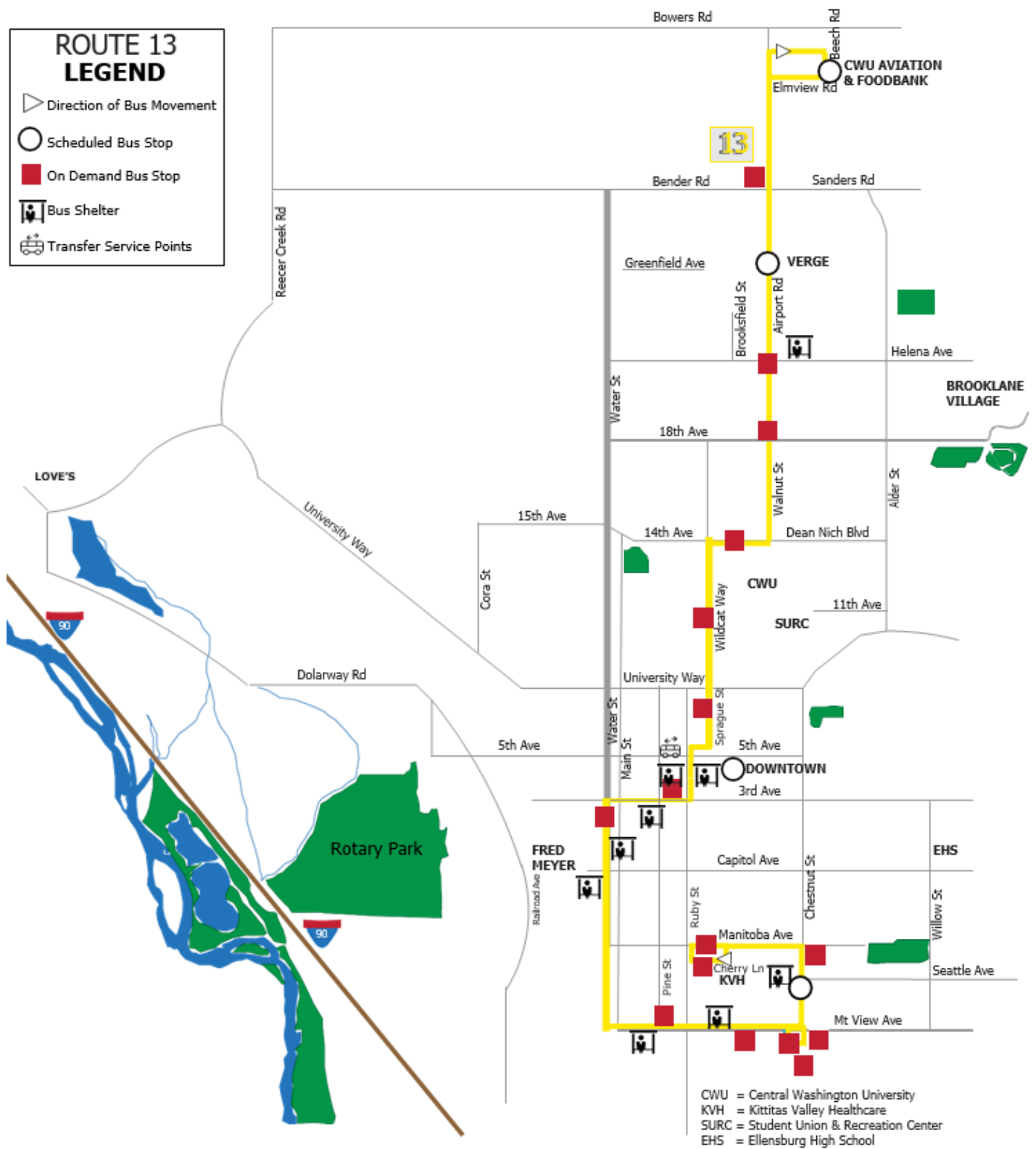
## EXHIBIT C: Full Service Map



## EXHIBIT D: Route 12 A | B Service Map



## EXHIBIT E: Route 13 Service Map



## EXHIBIT F: Route 14 Service Map

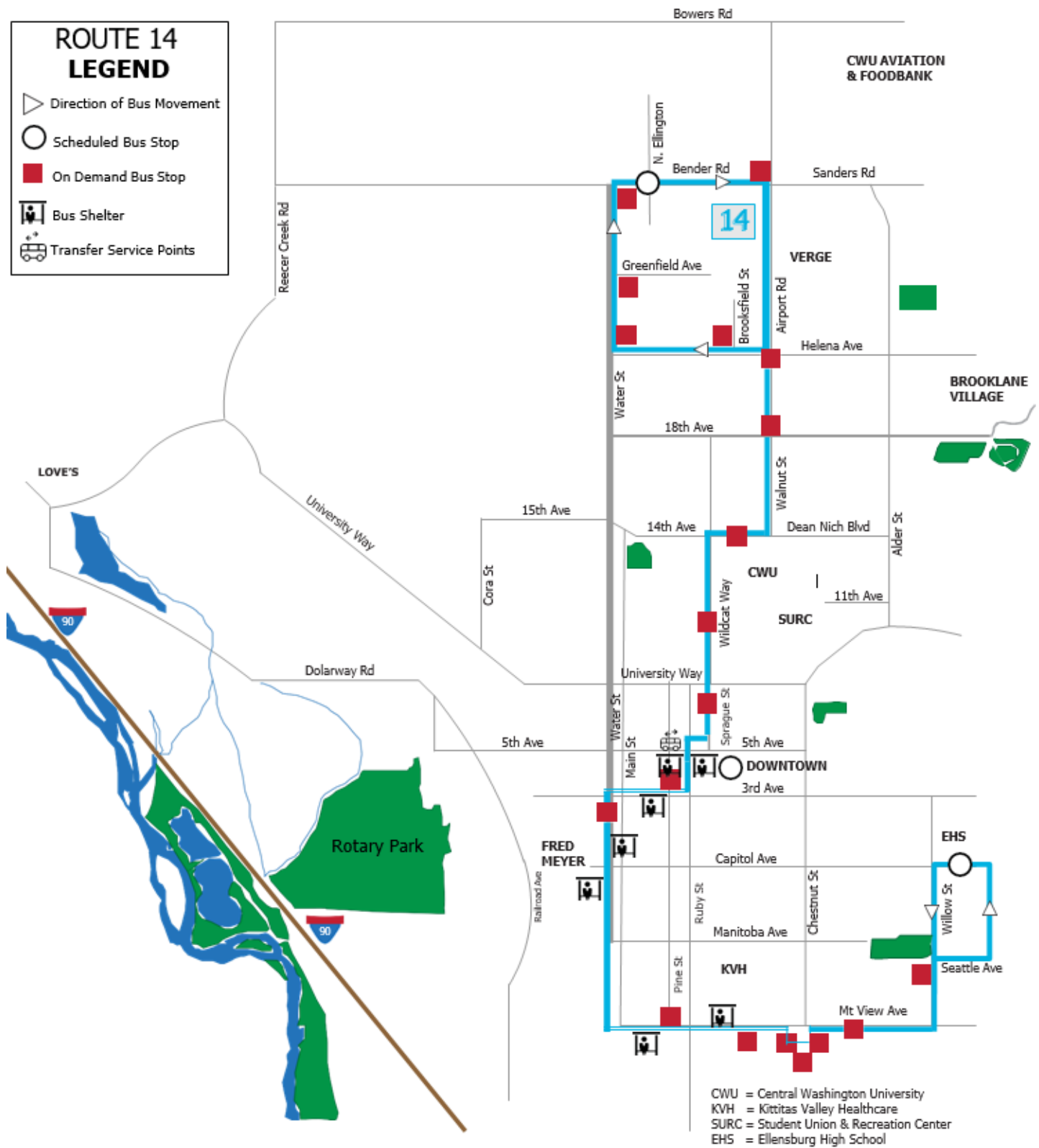
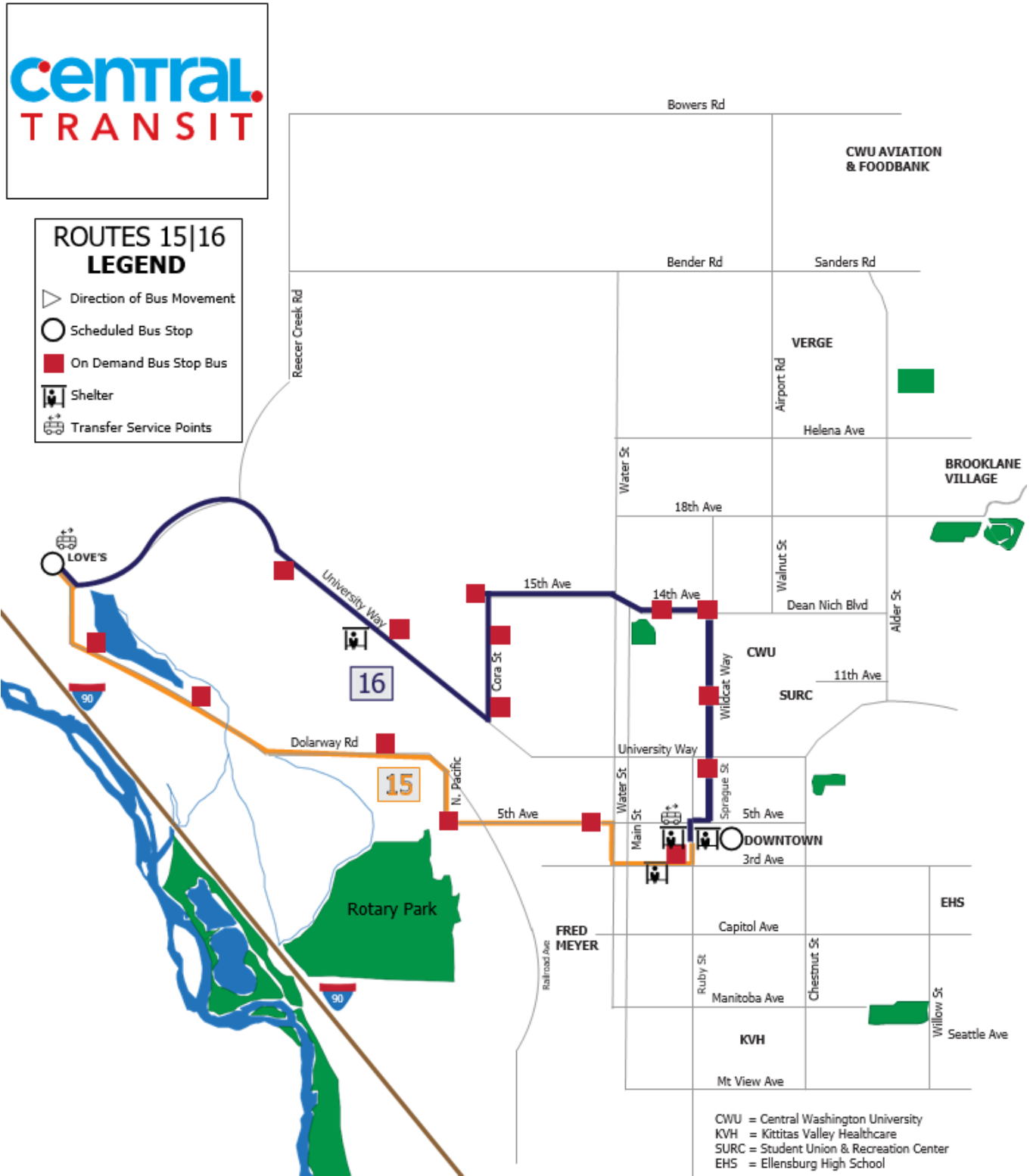


EXHIBIT G: Route 15 | 16 Service Map





## ***Fares***

All Central Transit services are fare free.

## ***Facilities***

All operational equipment is owned and maintained by HopeSource located at 700 E. Mountain View, Suite 501, Ellensburg, Washington 98926.

### **EXHIBIT H: Contractor Facility**



Central Transit's administrative office is located at 501 N. Anderson Street, Ellensburg, Washington 98926.

### **EXHIBIT I: City Hall**

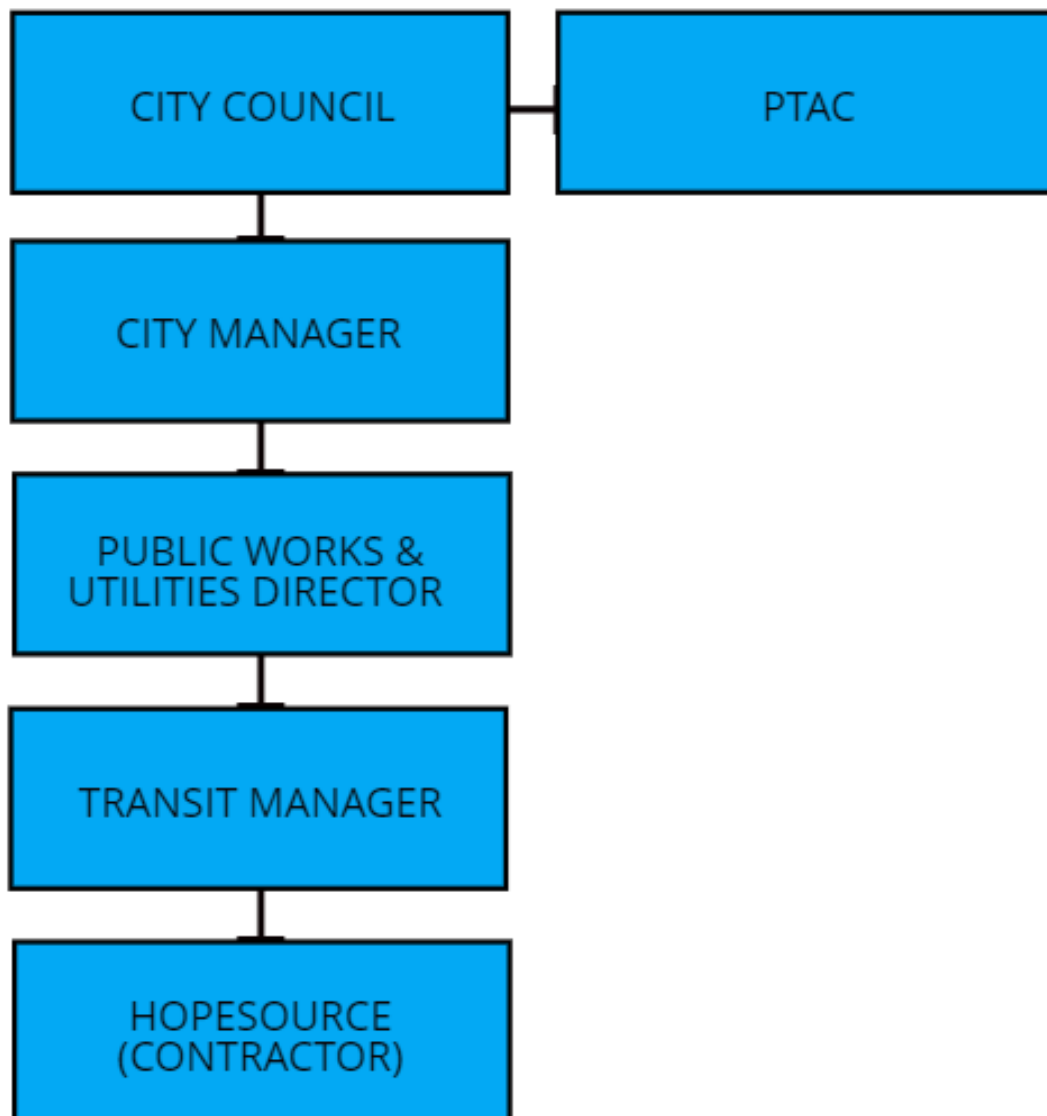




## Organization

The Ellensburg City Council is responsible for Central Transit's operations. The Public Transit Advisory Committee provides oversight of the transit system and reports to the City Council on those and other elements as directed. The City Manager and Public Works and Utilities Director also report to the City Council on Transit activities, policies and finances. The Transit Manager oversees and manages the operational activities of the Transit System.

### EXHIBIT J: Organization Chart



## State and Agency Goals, Objectives and Strategies

From 2022-2027, Central Transit will focus on the five key priorities in Table 1 below. The table conveys how Central Transit's local priorities align with state goals established in the Washington State Transportation Plan.

Central Transit strives to provide safe reliable transportation services connecting passengers to employment, essential services, education and many other services which increases the quality of life in the community. To that end, Central Transit's proposed project and action strategies align our goals with regional and state's public transportation objectives.

The state's six policy goals are:

1. **Economic Vitality:** To promote and develop transportation systems that stimulate, support and enhance the movement of people and goods to ensure a prosperous economy.
2. **Preservation:** To maintain, preserve, and extend the life and utility of prior investments in transportation systems and services.
3. **Safety:** To provide for and improve the safety and security of all passengers and the transportation system.
4. **Mobility:** To improve the predictable movement of goods and people throughout Washington State.
5. **Environment:** To enhance Washington's quality of life through transportation investments that promote energy conservation, enhance healthy communities and protect the environment.
6. **Stewardship:** To continuously improve the quality, effectiveness, and efficiency of the transportation system.

**Table 1: 2022 – 2027 Goals, Objectives, Strategies and Alignment with State Goals**

Goals, Objectives and Strategies	Economic Vitality	Preservation	Safety	Mobility	Environment	Stewardship
<b>Goal 1: Improve convenience, reliability and customer service of Transit Services</b>						
<b>Objective 1.1:</b> Evaluate current Central Transit reliability and on-time performance.						
Strategy 1.1.1: Evaluate current Central Transit fixed route reliability and on-time performance.	X			X		X
Strategy 1.1.2: Use technology to review and adjust schedules to improve on-time performance.	X			X		X
Strategy 1.1.3 Promote website for convenient transit information and data.	X			X		X
Strategy 1.1.4: Promote passenger real time information applications for easy access and reliable transit information.	X			X		X
Strategy 1.1.5: Promote SMS & IVR navigation tools for passengers with special transportation needs.	X	X		X		X
Strategy 1.1.6: Coordinate with connecting services to ensure timely connections.	X	X		X		
<b>Objective 1.2:</b> Provide amenities to make riding transit more comfortable and convenient to passengers.						
Strategy 1.2.1: Add additional bus shelters and bench seating.	X		X	X		X
Strategy 1.2.2: Add additional ADA landings and bus turnouts.	X		X	X		X
<b>Objective 1.3:</b> Improve service accessibility for non-motorized modes.						
Strategy 1.3.1: Identify and complete a prioritized list of non-motorized access deficiencies at existing bus stops and bus shelters.	X		X	X		

Strategy 1.3.2: Provide connecting services to pedestrian and biking trails.	X		X	X	X	
<b>Goal 2: Improve operational safety and security</b>						
<b>Goals, Objectives and Strategies</b>	<b>Economic Vitality</b>	<b>Preservation</b>	<b>Safety</b>	<b>Mobility</b>	<b>Environment</b>	<b>Stewardship</b>
<b>Objective 2.1: Review best practices and industry standards in the area of safety.</b>						
Strategy 2.1.1: Update and implement a safety plan which meets the requirements of 49 C.F.R. Part 673.		X	X			X
Strategy 2.1.2: Ensure vehicle operator trainings occur quarterly and vehicle operators are trained to proficiency in operating the accessibility equipment, including wheelchair and passenger securements on board the vehicles.			X			X
Strategy 2.1.3: Install additional surveillance cameras at transit facilities.			X			X
Strategy 2.1.4: Enforce transit rules and establish a culture of excellent customer service.			X			X
<b>Goal 3: Enhance the integration of transit services to support the economy and preserve the environment.</b>						
<b>Objective 3.1: Reduce fossil fuel consumption through the consideration of alternative fuel vehicle technology.</b>						
Strategy 3.1.1: Acquire a zero-emissions transition plan.					X	X
Strategy 3.1.2: Support the procurement of alternative fuel transit vehicles.					X	X
Strategy 3.1.3: Support the development of a zero-emissions infrastructure.	X				X	X
<b>Goal 4: Maximize and expand transit services</b>						
<b>Objective 4.1: Operate an efficient, cost effective transit system.</b>						
Strategy 4.1.1: Maintain internal controls and compliance over public resources.		X				X

Goals, Objectives and Strategies	Economic Vitality	Preservation	Safety	Mobility	Environment	Stewardship
Strategy 4.1.2: Plan financially for future operational and capital needs.		X				X
Strategy 4.2.3: Provide connections to other transportation services throughout the state.	X	X		X	X	
Strategy 4.1.4: Strengthen coordination and integration of social services and transportation resources.	X	X		X		
Strategy 4.1.5: Expand transportation services within the county.	X	X		X	X	
<b>Objective 4.2:</b> Improve equal access to public transit.						
Strategy 4.2.1: Evaluate service coverage and re-route design standards to improve access for low-income, youth, aging adults and persons with limited mobility. Improve and predict the movement of people throughout the city and state with multimodal connections and other accessible modes of transportation.	X	X		X	X	
<b>Goal 5: Meet the requirements of the Americans with Disabilities.</b>						
<b>Objective 5.1</b> Ensure Central Transit buses and amenities are ADA accessible.						
Strategy 5.1.1: Continue to provide ADA Paratransit services for those who qualify.	X	X		X		X
Strategy 5.1.2: Participate in community events, education and direct and indirect public outreach.	X	X		X		X

**Table 2: 2022 – 2027 Local Performance Measurements and Targets**

<b>Performance Measure</b>	<b>Target</b>
Technology Amenities	Provide additional apps and icons on the Central Transit website. Add additional software to track on-time performance and reliability.
Passenger Amenities	Add additional bus shelters at active stop and vulnerable population locations. Add additional turnouts, ADA landings, benches and lighting to create convenient, safe locations for passengers to wait for the bus.
Connectivity	Improve non-motorized access deficiencies at existing bus stops and shelters.
Collisions	Zero Collisions
Alternative Fuels	Acquire a zero-emissions transition plan the end of 2022. Use the plan to support the transition to alternative fuel vehicles with a supportive infrastructure.
Transit Productivity	Fixed Route: Increase passenger count per revenue hour by 10-15%. Paratransit: Increase qualified passenger ridership by 5-20%.
Amenity State of Good Repair	Maintain all transit amenities within a state of good repair.
Service Coverage	Review and adjust routes if needed to ensure demographics in service areas within 0.5 miles of a transit stop serve priority populations.
Growth	Expand or add additional routes in community growth and development areas.

## Plan Consistency

Central Transit is a voting member on the 4-County Community Transportation Planning Team and participates in the planning of regional projects, policies and program decisions. Central Transit service information is submitted to the Coordinated Public Transit Human Services Transportation Plan to align with the region's goals. Planned goals and projects are then submitted to the Regional Transportation Improvement Program for inclusion in the State Transportation Improvement program.

Central Transit continues its own strategic planning process by identifying goals, objectives and work plans. Annually, the work plan is reviewed to develop projects adhering to local, state and federal guidelines.

Central Transit continues to develop its own strategies, goals and work plans. Annually, the work plan is reviewed to develop projects adhering to local, state and federal guidelines.

Central Transit's services and key priorities outlined in Table 3, are consistent with regional and state goals and policies.

- Work with other agencies and jurisdictions to coordinate a safe, accessible and integrated system of public transportation.
- Encourage citizens, students and businesses to use Central Transit as an alternative to the single-occupant vehicle.
- Support adequate funds for Central Transit services to provide services for persons with special transportation needs.
- Encourage coordination among other transit service providers as well as other modes of transportation services.

## Planned Capital Expenses

**Table 3 2022-2027 Summary of Planned Capital Expenses**

Year	Projects	Preservation   Replacement	Expansion   Improvement
<b>Amenities and Infrastructure</b>			
<b>2022</b>	Bus shelter artwork at CWU bus stop. Add additional bus shelters with artwork, bus turnouts, ADA landings, bus stop seating and lighting.	X	X
<b>2023</b>	Additional bus shelters with artwork, bus turnouts, ADA landings, bus stop seating and lighting. Improve service accessibility with curb cuts, sidewalks and connections to non-motorized pathways and trails. Support a zero-emissions infrastructure, and an intermodal transit station.	X	X
<b>2024</b>	Additional bus shelters with artwork, bus turnouts, ADA landings, bus stop seating and lighting.	X	X



	Improve service accessibility with curb cuts, sidewalks and connections to non-motorized pathways and trails. Support a zero-emissions infrastructure, and an intermodal transit station.		
<b>2025 - 2027</b>	Additional bus shelters with artwork, bus turnouts, ADA landings, bus stop seating and lighting. Improve service accessibility with curb cuts, sidewalks and connections to non-motorized pathways and trails. Support a zero-emissions infrastructure, and an intermodal transit station.	X	X

## Planned Operating Expenses

**Table 4: 2022-2027 Summary of Planned Operating Projects**

<b>Years 2022 - 2027</b>	<b>Projects</b>	<b>Reduction</b>	<b>Expansion   Improvement</b>
	Increased safety measures to ensure the safety of vehicle operators and passengers.		X
	Implement transit services in areas with high key priority populations.		X
	Use technology to monitor, analyze and improve route schedules.		X
	Promote Central Transit services.		X
	Provide direct and indirect community outreach.		X
	Adjust routes to service new housing and business developments.		X
	Adjust routes to better serve passengers.		X
	Update schedules and timetable brochure.		X

# Multiyear Financial Plan

## 2022-2027 Capital Improvement Program and Financial Assumptions

Central Transit's capital improvement program includes the capital expenses identified in Table 4 above.

Retail sales tax collected in Central Transit's public transportation benefit area is the primary revenue source. Other funding sources include support from Central Washington State University, state operating grant funding, federal capital funding and other miscellaneous revenues.

Growth in Local Sales Tax revenue throughout the planning period of 2-3 percent in all years based on recent trends.

Minimal growth in formula in federal and state operating grants throughout the planning period is 2-3 percent respectively.

Central Transit will be responsible for any matching funds.

These system projects and improvements noted above are subject to change pending inputs from the City of Ellensburg's Finance Department, the Public Transit Advisory Committee, and the City Council.

**Table 5: 2022-2027 Capital Improvement Financial Plan**

Capital Expenditure	2022	2023	2024	2025	2026	2027
Bus Stop Seating	5,000	10,000	10,000	10,000	10,000	10,000
Bus Shelters	20,000	50,000	50,000	50,000	50,000	50,000
Safety	5,000	50,000	5,000	5,000	5,000	5,000
Zero-Emissions Transition Plan	120,000					
Infrastructure		200,000	125,000	50,000	50,000	50,000
Artwork	10,000	15,000	15,000	15,000	15,000	15,000

Capital Revenue	2022	2023	2024	2025	2026	2027
<b>Federal</b>						
Green Transportation	120,000					
CRRSAA	629,644					
Total	902,144					

**Table 6: Operating and Maintenance Financial Plan**

Operating Revenue	2022	2023	2024	2025	2026	2027
<b>State</b>						
PTD0513 WSDOT 2021 - 2023	5,604		2,800	2,800	2,800	2,800
2023 I Special Needs Formula		1,166				
2021 ARPA Operating Grant	142,983					
PTD0307 Consolidated Grant 2021 - 2023	480,670	240,335				
Consolidated 2023 - 2025		240,335	480,670	240,335	480,670	240,335
WSTIP	2,500	2,500	2,500	2,500	2,500	2,500
Transportation Services (ASCWU)	75,000	75,000	75,000	75,000	75,000	75,000
Interest Income	20,000	20,000	20,000	20,000	20,000	20,000
<b>Operating Revenue</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>
Local Sales Tax	1,356,000	1,360,000	1,365,000	1,370,000	1,375,000	1,400,000
Total	2,082,757	1,939,336	1,945,970	1,710,635	1,955,970	1,740,635

Operating Expenses	2022	2023	2024	2025	2026	2027
Administrative	280,000	285,000	290,000	295,000	300,000	305,000
Fixed Route	1,200,000	1,300,000	1,350,000	1,400,000	1,450,000	1,500,000
Paratransit	17,000	17,500	18,000	18,500	19,000	19,500
Cabulance	42,500	43,000	43,500	44,000	44,500	45,000
Dial A Ride	82,000	82,500	82,500	82,500	82,500	82,500

Kittitas County Connector	44,000	44,000	44,000	44,000	44,000	44,000
Yakima-Ellensburg Commuter	20,000	20,000	20,000	20,000	20,000	20,000
Total Expenses	1,685,500	1,792,000	1,848,000	1,904,000	1,960,000	2,016,000

## 2021 Annual Report

### 2021 Revenues and Expenses

<b>Ellensburg Public Transit Revenues thru 12-31-21</b>	<b>2021 Total</b>
Retail Sales Tax .02% for Public Transit	1,358,736
Fed Transit Funding via WSDOT – CARES Act (1 <sup>st</sup> dist.)	
Fed Transit Funding via WSDOT – CARES Act (2nd dist.)	208,194
WSDOT Consolidated Grant – No Federal Money	
Special Transportation Needs Grant	
WSDOT Consolidated Grant	110,263
WSDOT CRRSAA	
WSDOT- Capital Rural Mobility	10,366
WSTIP	
WSTIP - Risk Management Grants	2,500
Transportation Services	
Interest Income	11,349
Transit – Misc. Revenue	75,000
Total Revenues	1,776,408

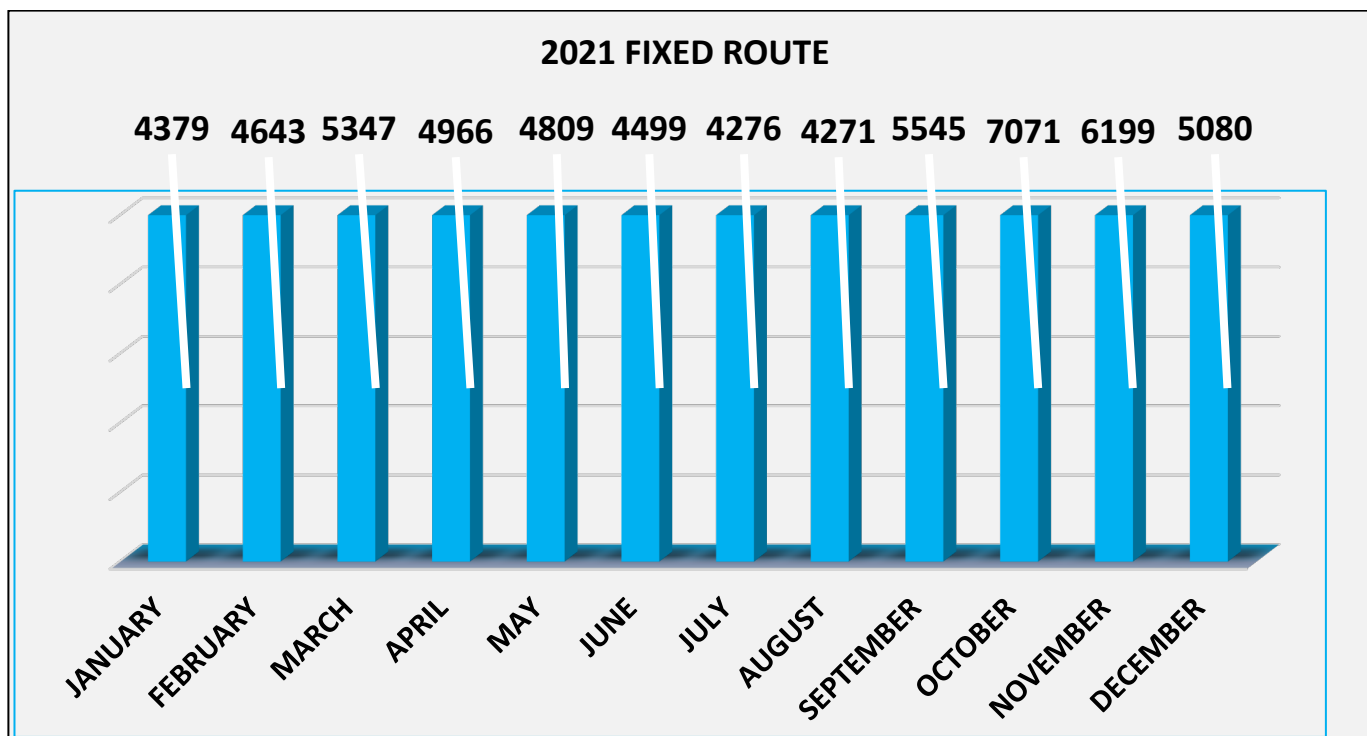
<b>Central Transit Public Transit Expenditures thru 12-31-21</b>	<b>2021 Total</b>
Total Administrative	173,800
Fixed Route	1,187,319
Paratransit	15,960
Cabulance	41,818
Yakima Transit	20,000
Dial A Ride	81,813

Kittitas County Connector	43,500
Total Transit	1,564,210

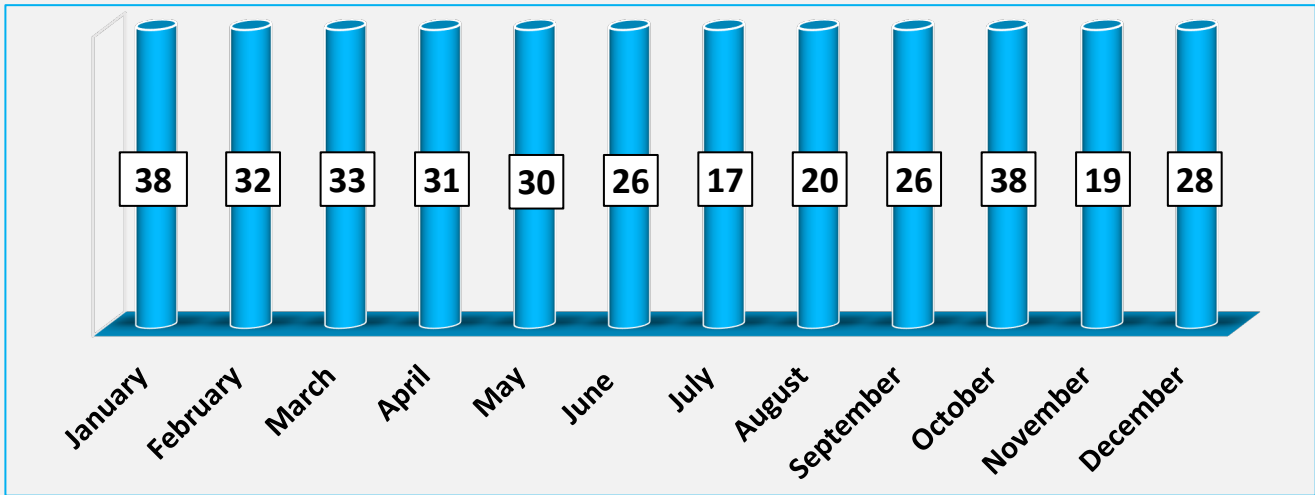
## 2021 Central Transit Ridership Stats



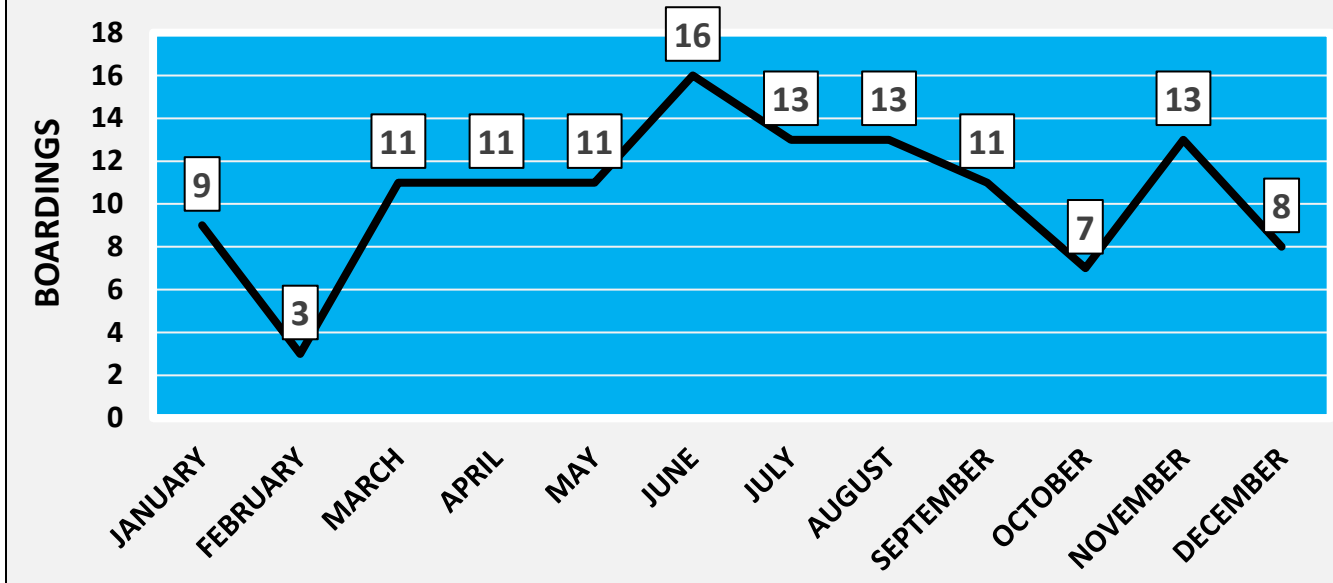
SERVICE	1-WAY BOARDINGS	REVENUE MILES	REVENUE HOURS	GALLONS OF FUEL	COLLISIONS	INJURIES
Fixed Route	61,082	238,278	21,305	34,486	0	0
Paratransit	338	1450	307	266	0	0
Cabulance	126	227	236	41	0	0
Dial A Ride	9,072	86,238	8,466	12,902	0	0
KCC	4,742	94,270	4,510	9,018	0	0
Total	75,360	420,463	34,824	56,713	0	0

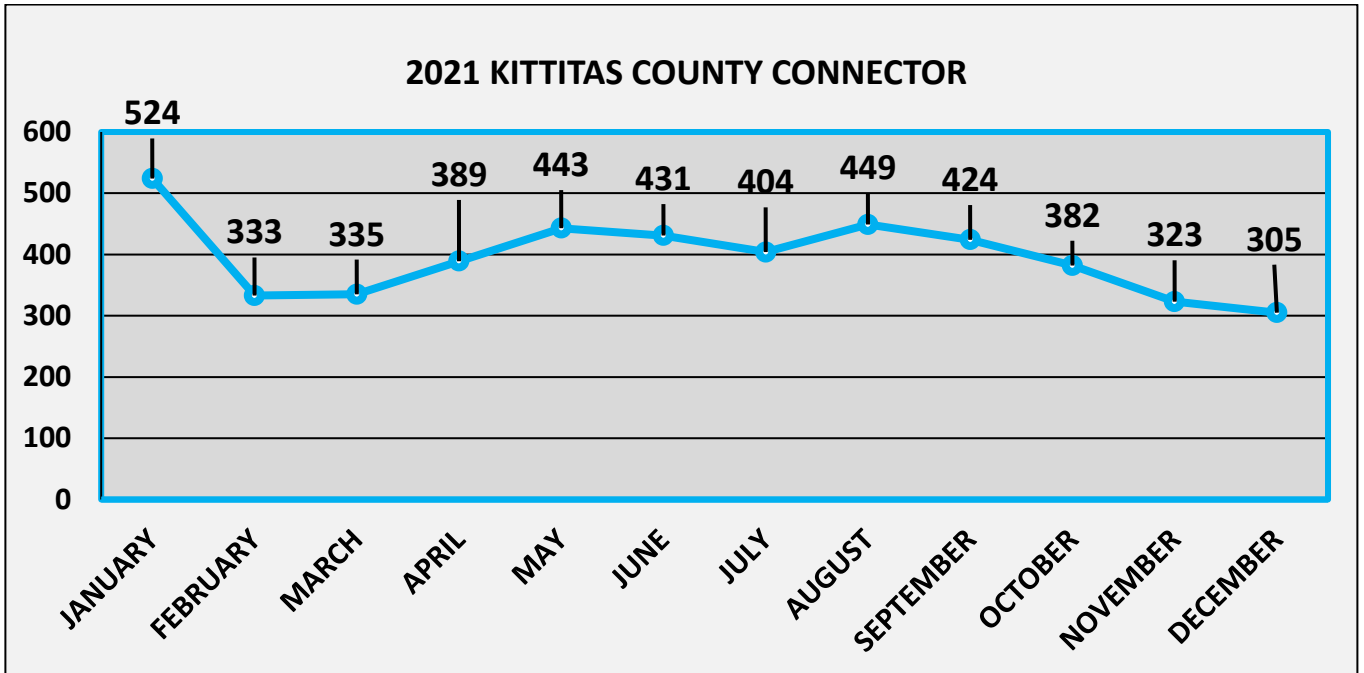
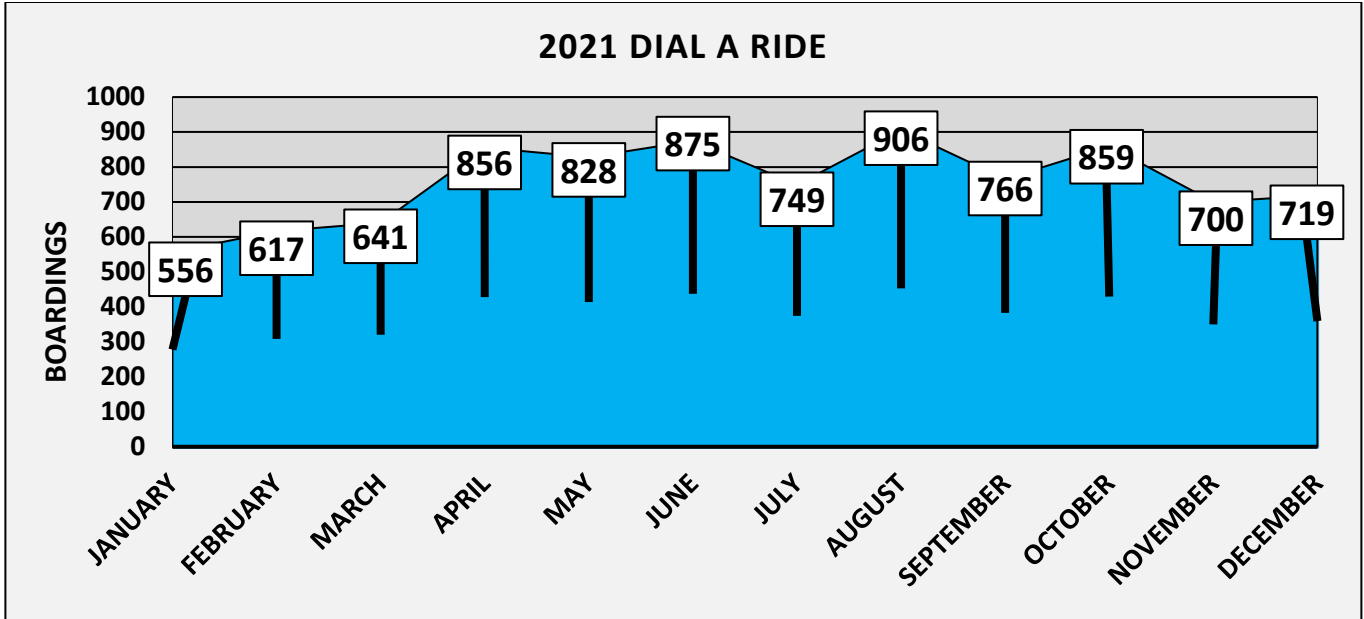


2021 PARATRANSIT



2021 CABULANCE







<b>Central Transit</b>	<b>2021</b>
<b>Transit Data - Fixed Route</b>	
City Employees – FTE's	1.5
Farebox Revenues	0
Gasoline Fuel Consumed (gallons)	34,486
Passenger Trips	61,082
Revenue Vehicle Hours	21,305
Revenue Vehicle Miles	238,278
Total Vehicle Hours	22,254
Total Vehicle Miles	246,099
<b>Transit Data - Demand Response Paratransit</b>	
City Employees – FTE's	1.5
Gasoline Fuel Consumed (gallons)	266
Operating Expenses	15,960
Passenger Trips	388
Revenue Vehicle Hours	307
Revenue Vehicle Miles	1450
Total Vehicle Hours	343
Total Vehicle Miles	1610
<b>Revenue - Local Operating</b>	
Sales Tax	1,358,736
<b>Revenue - State Operating</b>	
Other State Operating Grants	0
Sales Tax Equalization	0
State Operating Distribution	0
State Regional Mobility Operating Grants	0
State Rural Mobility Operating Grants	0
State Special Needs Operating Grants	0
<b>Revenue - State Capital</b>	
Other State Capital Funds	0
Sales Tax Equalization - Capital	0
State Regional Mobility Grants	0
State Rural Mobility Grants	10,366
State Special Needs Grants	0
<b>Revenue - Federal Operating</b>	
Capital Assistance Spent on Operations (§5317)	0
CARES Act Rural Area Program Funds (§5311)	208,194

Federal Section §5307 Operating	0
Federal Section §5307 Preventative	0
Federal Section §5311 Operating	110,263
FTA §5310 Capital Assistance Spent on Operations	0
FTA §5310 Special Needs of Elderly Individuals and Individuals with Disabilities Formula Program Funds	0
<b>Revenue - Other Operating</b>	
Other-Advertising	0
Other-Gain (Loss) on Sale of Assets	0
Other-Interest	11,349
Other-MISC	75,000
<b>Revenue - Other Capital</b>	
Land Bank Agreement & Credits	0
<b>Expenses - Expenses</b>	
Debt service - Interest	0
Debt service - Principal	0
Depreciation (Not included in Total Expenditures)	0
Local Capital Funds	0
Other - Expenditures	0
<b>Fund Balances - Ending Fund Balances</b>	
Capital Reserve Funds	0
Contingency Reserve	0
Debt Service Funds	0
General Fund	540,968
Insurance Funds	0
Operating Reserve	1,585,266
Other Balance	0
Unrestricted Cash and Investments	456,896
Working Capital	0

## 2021 Transportation Improvements

ADA curb cuts and ramp upgrades.
Sidewalk repairs and improvements.
Bus shelter artwork installed.
Updated Central Transit logo.
Updated bus wraps.
New bus stop signs with SMS & IVR services.
New interactive Central Transit website.
Live Central Transit operations dashboard and GPS playback.
TRANSIT application linked to Google Maps.
Service Alerts for TRANSIT app and Google Maps.
Additional ADA landings.