



# Transit Development Plan 2023

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## Plan adoption, public hearing, and distribution

Columbia County Public Transportation (CCPT) Board of Directors adopted the 2023 Transit Development on August 31<sup>st</sup>, 2023.

### Public participation process

Public comment period: August 22<sup>nd</sup> – August 31<sup>st</sup>, 2023

Comments submitted to: [info@ccptransit.org](mailto:info@ccptransit.org)  
Columbia County Public Transportation  
507 Cameron st  
Dayton, WA 99328

Public hearing: CCPT held a public hearing on the Transit Development Plan on August 31<sup>st</sup>, 2023 at 4:00 p.m. at CCPT 507 Cameron st Dayton, WA 99328.

Notice posted to website: CCPT posted a notice of the hearing on the Transit Development Plan to its website at <https://ccptransit.org/wp/> on August 22, 2023.

Notice published in local paper: The Chronicle published a notice of the hearing on the Transit Development Plan on August 24<sup>th</sup> 2023.

Requests for paper or digital copies: CCPT allowed the public to request a paper or digital copy of the Transit Development Plan on and after August 23<sup>rd</sup>, 2023, by emailing [info@ccptransit.org](mailto:info@ccptransit.org) or calling 509-382-1647.

Available to the public for review: CCPT allowed the public to view a copy of the draft Transit Development Plan at CCPT office, 507 Cameron st Dayton, WA 99328.

### Plan distribution

On September 1<sup>st</sup>, 2023, CCPT distributed the adopted Transportation Development Plan to: WSDOT Public Transportation Division online grants management system compliance module All cities, counties, and regional transportation planning organizations within which CCPT operates.

## Organization

Columbia County Public Transportation (CCPT) is a County Transportation Authority, authorized in Chapter 36.57.010-090 RCW, located in Columbia County, Washington. CCPT began providing public transportation services in 1996, and then formalized in February 2005 and became a County Transportation Authority. In April 2005, CCPT initialized vanpool services along with their demand response service. Our system map covers all of Columbia County, including the towns of Dayton and Starbuck. In addition, CCPT offers service to Waitsburg and Dixie residents, in neighboring Walla Walla County, as there is no public transportation service available to them otherwise. In 2014 CCPT began connecting with Garfield County Transportation to get passengers into the Lewiston Idaho/Clarkston, WA area. Our five-member board of directors consists of three County Commissioners, the Mayor of Dayton, and the Mayor of Starbuck. Our board of directors generally holds bi-monthly public meetings at the CCPT office building.

As of August 16<sup>th</sup>, 2023, Columbia County Public Transportation employed:

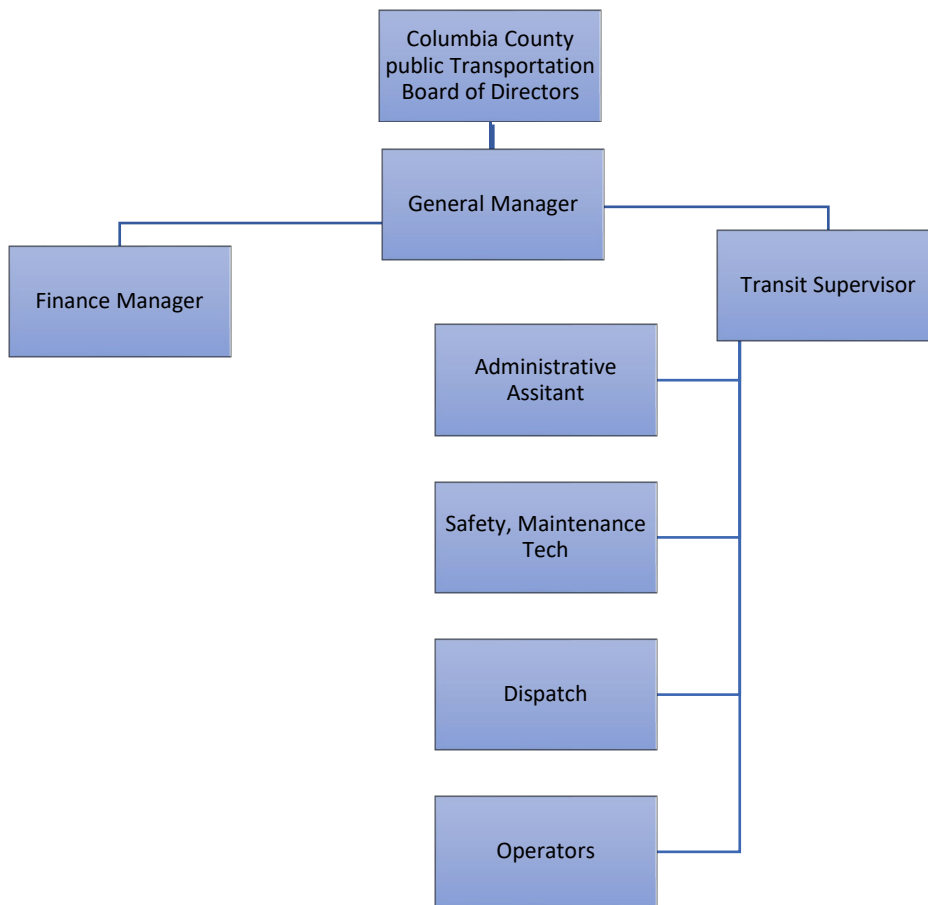
10 full-time equivalents in the Operations Division

3 full-time equivalents in the Administration Division

1 part-time equivalents in the Operations Division

13.75 of these full-time and part-time equivalents were for demand response services; and

0.25 of these full-time equivalents were for vanpool services.



## Physical Plant

Columbia County Public Transportation leases a building from the Port of Columbia at 507 W. Cameron, Dayton, WA. This building contains the administration offices as well as inside garage space to park 6-7 CCPT vehicles and in house fleet maintenance and repair. The maintenance services for CCPT were moved in house as of July 3 2017. Major repairs are contracted out to the authorized dealers.

## Service Characteristics

Columbia County Public Transportation provides Demand-Response services, as well as vanpool services, to Dayton and Starbuck which are in Columbia County and to Waitsburg and Dixie within city limits, which are part of Walla Walla County. Monday-Friday 5:00 a.m.-6:00 p.m. Saturday 8:00 a.m.-1:00 p.m. Rideshare services operate independently, Monday-Friday, generally 5:00 a.m.-7:00 p.m. Our current fare structure, is:

**Fare Free until June 30<sup>th</sup>, 2027:**

<b><u>Age</u></b>	<b><u>Fare</u></b>
Age 0-18	Free
Age 19+	Free

**Out of Town:**

Age 0-18	Free
Age 19+	Free

**Vanpool:**

\$0.37 a mile plus fuel cost for month

**Service Connections**

Columbia County Public Transportation is the only public transportation service available to Columbia County residents.

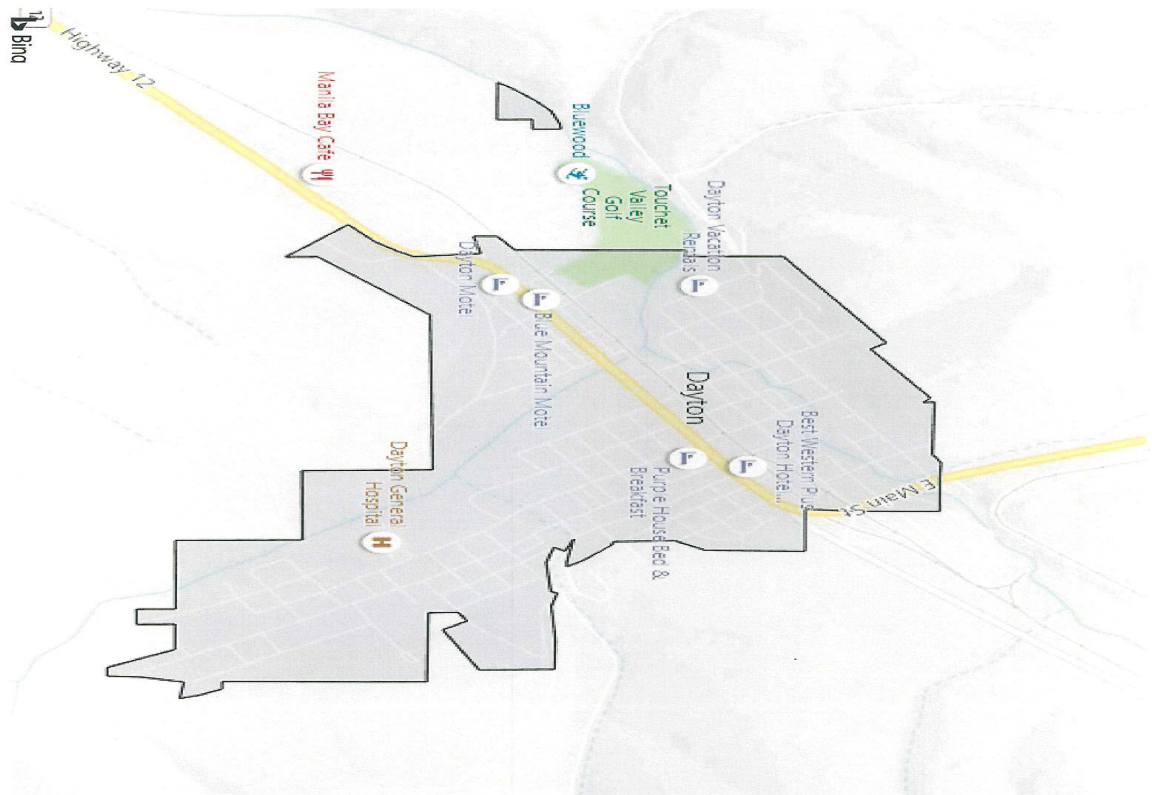
Columbia County Public Transportation provides services to the following public transportation facilities:

Dayton to Walla Walla Regional Airport for air transportation services.

Dayton to Walla Walla to the Valley Transit Transfer Center so that Dayton, Starbuck, Dixie, Waitsburg and Garfield County passengers can use Valley Transit Buses to get around Walla Walla.

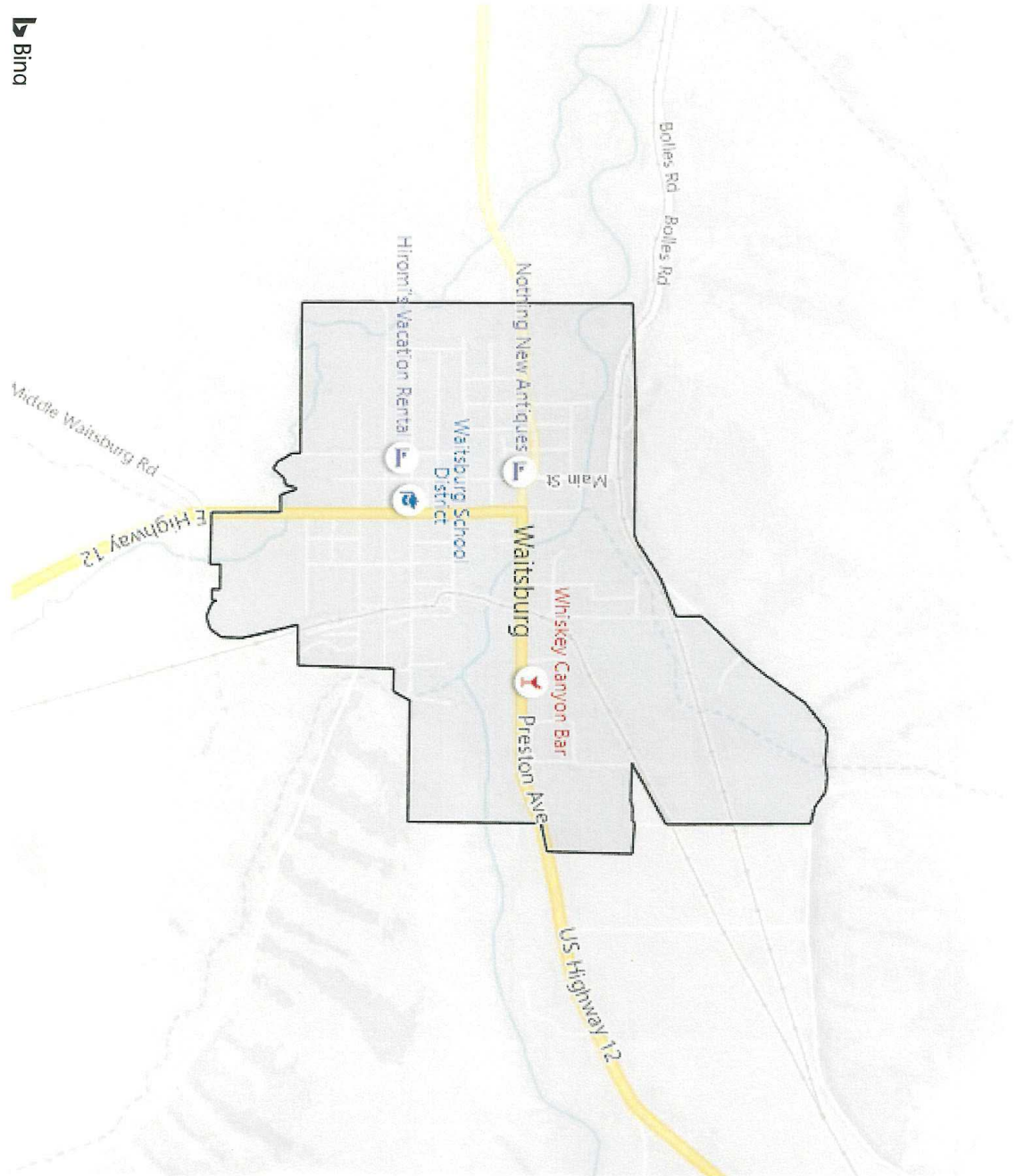
Dayton to Walla Walla to make Grapeline Shuttle connections so that Dayton, Starbuck, Dixie, Waitsburg and Garfield County passengers can get transportation to Pasco, where they can make connections with Greyhound and Amtrak.

**Figure 1      Current CCPT On Demand Route Network**



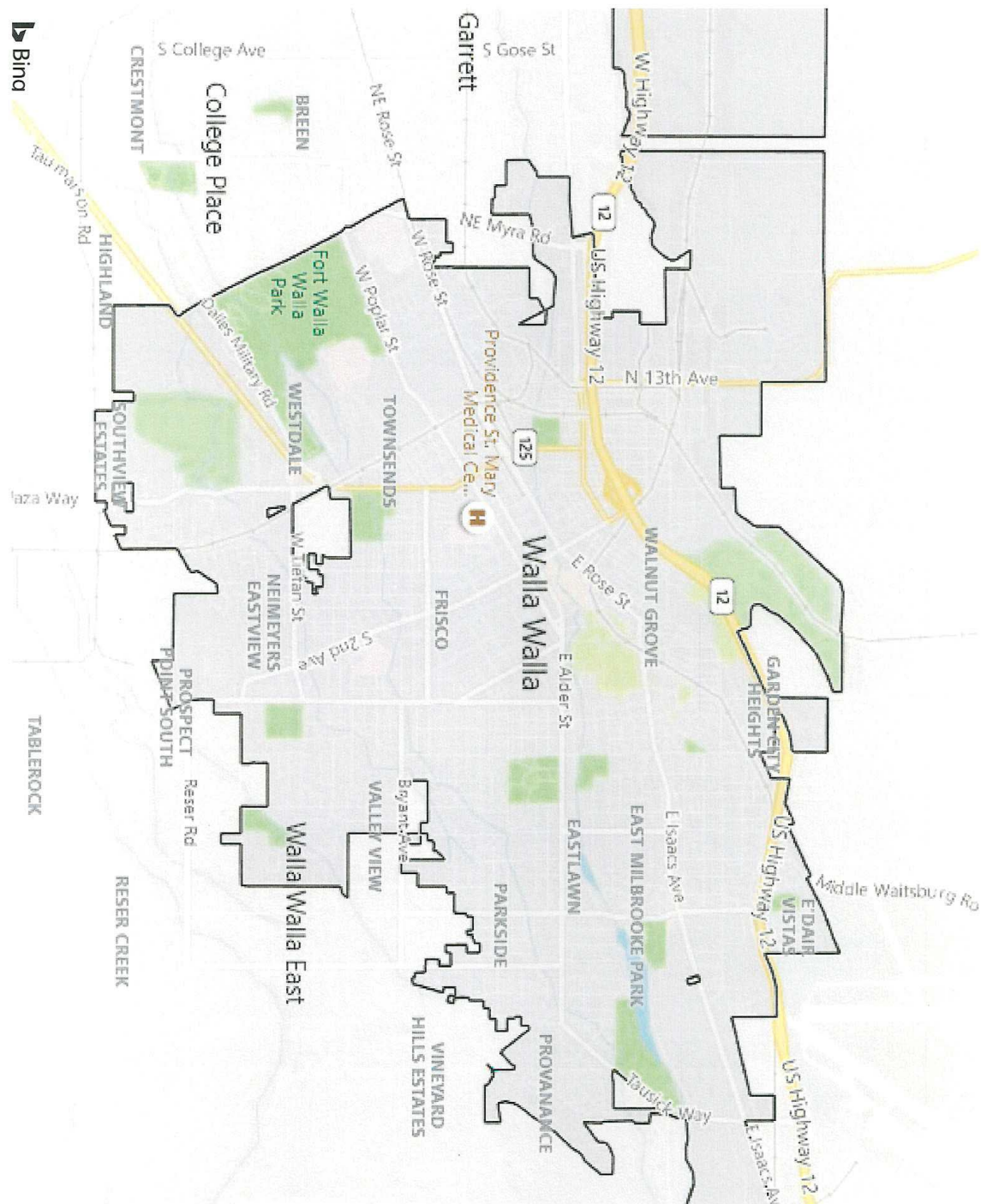


**Figure 2      Current CCPT On Demand Route Network**

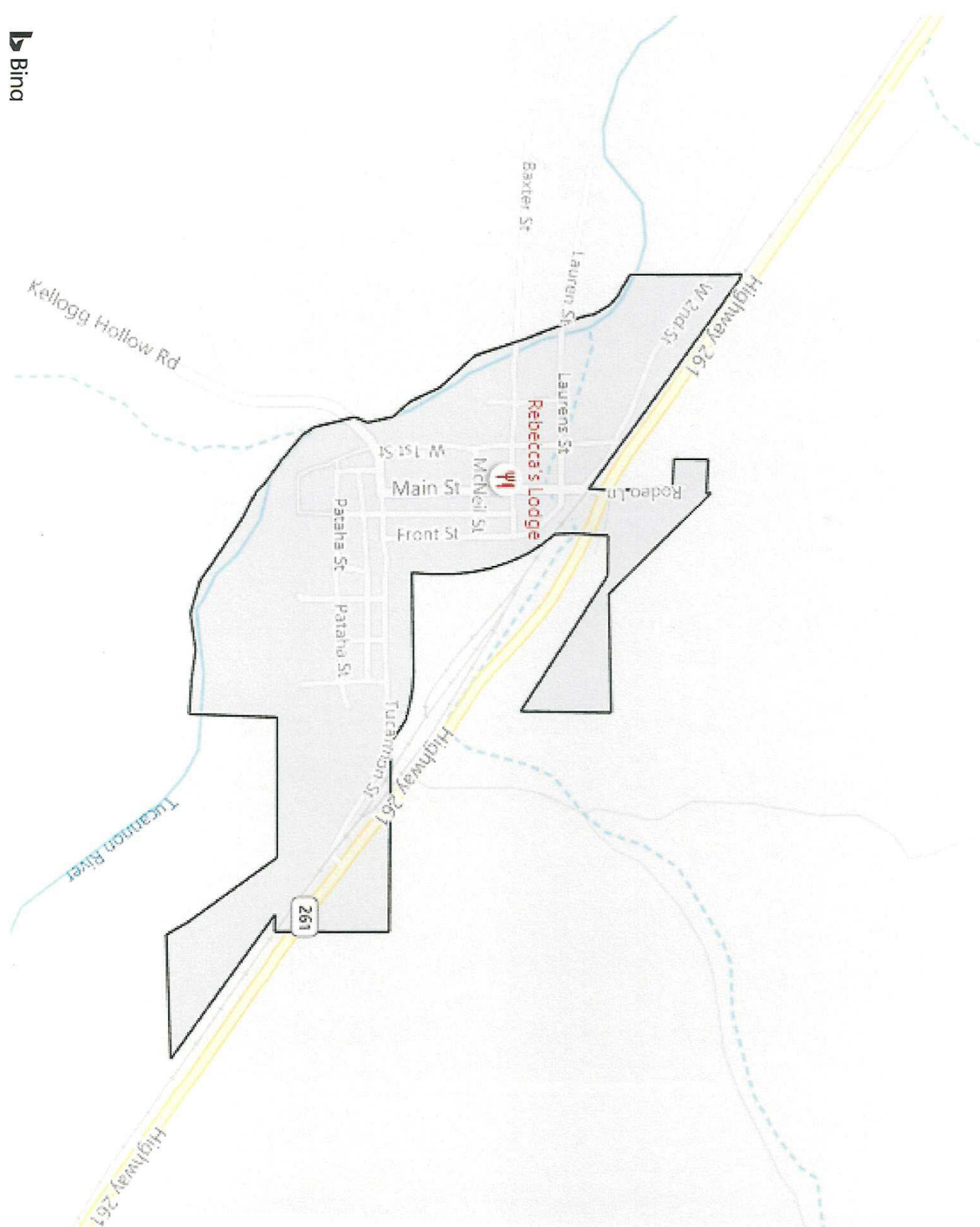


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**Figure 3      Current CCPT On Demand Route Network**



**Figure 4      Current CCPT On Demand Route Network**



## History and Activities

In February 2005, Columbia County Public Transportation formalized and became a County Transportation Authority. At this time, CCPT also joined the Washington State Transit Insurance Pool.

In April CCPT initialized a vanpool program due to numerous requests for the Corps of Engineers. We had 4 vanpool groups which started in April. A 5th group started in July, a 6th in August and a 7th in December.

In May 2005, CCPT accepted delivery of a 2005 10-passenger ADA accessible extended roof van which was to replace a 1997 Ford 5-passenger van with over 200,000 miles of service. CCPT also secured funding in the Federal Section 5309 discretionary earmark for the purchase of an additional 15-passenger mini-bus as well as for the purchase of 1 bus shelter. Columbia County Public Transportation's greatest objective for 2005 was to go before the community and pass a sales tax increase, in the amount of 4-tenths of one percent in the November election. This would provide CCPT with some secure, stable local funding. CCPT did succeed in this effort, which was a huge accomplishment.

In 2005, CCPT addressed the Washington State Department of Transportation's Transportation Objectives through the following action strategies:

The transportation system operates effectively, efficiently, and predictably. CCPT formalized and became a County Transportation Authority and passed a sales tax increase to secure local stable funding. This enabled CCPT to provide some sort of transportation services, even if grant funding is not an option. CCPT also started a vanpool program, giving citizens of our community yet another transportation option not available prior to this.

Transportation facilities are in sound operating condition. CCPT continues to maintain and preserve our vehicles and facilities. We have developed an inspection form for both our vehicle fleet and facilities to track maintenance, repairs, and longevity to better manage our fleet and building. We currently rent the building from our local Port and have been planning on purchasing the facility as this will allow us to expand and renovate.

A safe transportation system without deaths or disabling injuries and with continuous reductions in societal cost of accidents. CCPT has continued to operate with no reportable at fault accidents or injuries, as we are striving to provide more training to our drivers through the best practices standards that the Washington State Transit Insurance Pool requires their members to follow. CCPT has won the WSTIP Safety Stars award 6 times in a row since 2017 to present.



## State and agency goals, objectives, and strategies

From 2023-2028, CCPT will focus on the five key priorities in Table 1 below. The table shows how CCPT's local priorities align with state goals established in the [Washington State Transportation Plan](#).

Table 1: 2023-2028 Goals, objectives, and strategies, and alignment with state goals

Goals, objectives and strategies	State goal areas <sup>1</sup>					
	Economic vitality	Preservation	Safety	Mobility	Environment	Stewardship
<b>Goal 1: Improve convenience, reliability and customer service of transit services</b>						
Objective 1.1: Improve transit service reliability.						
<i>Strategy 1.1.1: Evaluate current transit reliability and on-time performance.</i>	x			x		x
<i>Strategy 1.1.2: Adjust schedules to enhance on-time performance.</i>						
Objective 1.2: Provide amenities to make riding transit more comfortable and convenient to customers.			x	x		x
<i>Strategy 1.2.1: Add more bus shelters/seating.</i>						
Objective 1.3: Improve service accessibility for non-motorized modes (e.g., bicycle, pedestrian connections)						
<i>Strategy 1.3.1: Identify non-motorized access deficiencies at existing stops and transit hubs.</i>			x	x		
<i>Strategy 1.3.2: Complete prioritized list of non-motorized access deficiencies at bus stations and transit hubs by 2025.</i>						
<b>Goal 2: Improve operational safety and security</b>						
Objective 2.1: Reduce accidents on transit vehicles.			x			
<i>Strategy 2.1.1: Develop and implement a Safety Plan meeting the requirements of 49 C.F.R. Part 673 (Part 673)</i>						
Objective 2.2: Make transit vehicles and facilities a secure environment for customers.			x			
<i>Strategy 2.2.1: Install and maintain surveillance cameras at all transit facilities and in transit vehicles.</i>						

<sup>1</sup> The State's six policy goals are:

**Economic Vitality.** To promote and develop transportation systems that stimulate, support, and enhance the movement of people and goods to ensure a prosperous economy

**Preservation.** To maintain, preserve, and extend the life and utility of prior investments in transportation systems and services

**Safety.** To provide for and improve the safety and security of transportation customers and the transportation system

**Mobility.** To improve the predictable movement of goods and people throughout Washington State

**Environment.** To enhance Washington's quality of life through transportation investments that promote energy conservation, enhance healthy communities, and protect the environment

**Stewardship.** To continuously improve the quality, effectiveness, and efficiency of the transportation system

Table 1 2023-2028 Goals, objectives, and strategies, and alignment with state goals

Goals, objectives and strategies	State goal areas <sup>1</sup>					
	Economic vitality	Preservation	Safety	Mobility	Environment	Stewardship
<b>Goal 3: Enhance the integration of transit services to support the economy and preserve the environment</b>						
Objective 3.1: Reduce fossil fuels consumption through the consideration of alternative fuel vehicle technology.						
Strategy 3.1.1: Conduct a study to identify a transition plan toward use of alternative fuels.	x	x		x	x	
Strategy 3.1.2: Procure alternative fuel transit vehicles and associated infrastructure to replace diesel buses.						
<b>Goal 4: Maximize and expand transit services</b>						
Objective 4.1: Upgrade and maintain existing transit rolling stock, equipment, infrastructure and facilities in a state of good repair.		x	x			
Strategy 4.1.1: Increase capital expenditures to meet state of good repair targets.						
Objective 4.2: Match transit service coverage with passenger demand.						
Strategy 4.2.1: Provide local service earlier in the morning and later in the evening.	x			x		
Objective 4.3: Improve service for key priority populations.						
Strategy 4.3.1: Evaluate service coverage and route design standards to improve access for low-income, youth, aging adults and people with limited mobility.				x		
Strategy 4.3.2: Increase coverage in areas with high concentrations of key priority populations.						
<b>Goal 5: Meet the requirements of the Americans with Disabilities Act (ADA).</b>						
Objective 5.1: identify ways of containing paratransit cost increases while continuing to meet ADA requirements.				x		x

## Local performance measures and targets

CCPT will use the following performance measures to evaluate progress toward the strategic goals and objectives noted above:

Table 2:2023-2028 Performance measurements and targets

Performance measure	Target
On-time performance of transit vehicles	<ul style="list-style-type: none"><li>• Create new routes as demand increases</li><li>• On-Demand: 90% of all trips arrive within 10-minute pick-up window.</li></ul>
Amenities	Install shelters at the top 25% most active stops by 2025.
Connectivity	Evaluate and plan with other agencies in surrounding areas, Walla Walla, and Garfield County.
Collisions	Collisions per 100,000 revenue miles less than or equal to 3.7.
Alternative fuels	Convert 10% of the existing vehicle fleet to green, environmentally friendly propulsion technologies by 2030.
Transit Productivity	<ul style="list-style-type: none"><li>• Local route: 20 passengers/revenue hour</li><li>• Rural route: 4 passengers/revenue hour</li></ul>
Vehicle State of Good Repair	Maintain 90% of the rolling stock within a state of good repair.
Equipment State of Good Repair	Maintain 90% of non-revenue equipment vehicles and other equipment with greater than \$50,000 within a state of good repair.
Facility State of Good Repair	Maintain a minimum overall state of good repair of 85%.
Coverage	The following % of demographics in service area within 5 mile of a transit stop: <ul style="list-style-type: none"><li>• 90% of low-income households</li><li>• 80% youth</li><li>• 85% of aging adults (ages 65+)</li><li>• 85% of persons with disability</li></ul>

## Plan consistency

CCPT is a voting member of the Palouse Regional Transportation Planning Organization. In this capacity, CCPT participates in policy and programming decisions for transportation projects and services. This year we have also been in participation with Walla Walla Valley's Regionally Coordinated Public Transportation-Human Services Plan (CPT-HSTP) since 95% of our trips involve Walla Walla. CCPT coordinates with other member agencies to prepare

### COLUMBIA COUNTY PUBLIC TRANSPORTATION

2023-2028

Date of Public Hearing: August 31<sup>st</sup>, 2023

Date of Approval: September 11<sup>th</sup>, 2023



and regularly update the regional transportation plan. This coordination promotes integration between land use, public transit, and other transportation modes.

In addition, CCPT's programs, services, and five key priorities outlined in Table 3 above are consistent with the following transportation goal and policies in the Northwest County Comprehensive Plan:

**Goal:** Work with other agencies and jurisdictions to coordinate a safe, accessible, and integrated system of public transportation.

**Goal:** Transit Support- Encourage citizens and businesses to use transit as an alternative to the single-occupant vehicle.

**Goal:** Support adequate funds for transportation systems to provide for those who, through age and/or disability, are unable to transport themselves.

**Goal:** Encourage coordination among public transit service providers, and between the public transit network and the non-motorized transportation system, to promote a more integrated transportation system for those traveling by means other than a private automobile.

## Planned capital expenses

Table 3 below outlines CCPT's planned capital expenses for 2023-2028.

Table 3 2023-2028 Summary of planned capital expenses

Year received/ expensed	Type	Preservation/ replacement (quantity)	Expansion/ improvement (quantity)
<b>Rolling stock</b>			
2023	Purchase of 20+2 bus for Saturday Service		1
2024	2 New Cutaways		
2025	Purchase Admin Vehicle Hybrid	1	
2026			
2027	Electric Conversion of diesel buses	2	
2028		2	
<b>Equipment</b>			
2023	Surveillance equipment upgrade on 4 buses		4
2024	Surveillance cameras add on for exterior of buses		8
2025	Brake lathe		1
2026	Tire mounter and Balancer		1
2027			
2028			
<b>Facilities and infrastructure</b>			

2023	Bus stop shelter		4
2024			
2025			
2026	Additional Office space		X
2027			
2028	Purchase of Facility from Port		1

## Planned operating changes

Table 4 outlines CCPT's planned operating changes for 2021-2026.

Table 4 Summary of planned operating changes

Year	Type	Reduction	Expansion/ Improvement
2023	Zero fare for four years	-	x
2024	Expand dispatch software		x
2025			x
2026	Hire route planning consultant and implement recommendations	-	x
2027	No change	-	-
2028	No change	-	-

## Capital improvement program

CCPT's capital improvement program includes the capital expenses identified in Table 3 above.

CCPT funds its capital projects with federal, state, and local funds.

CCPT assumes local match for federal and state grants to be 30 percent.

Table 5 below illustrates the approved and forecasted federal and state grant funding sources.

Table 5 2023-2028 Capital improvement program

Capital Expenditure	2023	2024	2025	2026	2027	2028
20+2 cutaway bus	\$142,000					
Fare Boxes						
Admin Vehicle		\$65,000				
Cutaway Hybrid Buses		\$250,000				
Surveillance equipment	\$16,767					
Bus shelter	\$60,000					

Facility Purchase						\$980,000
<b>Total Capital Expenditures</b>	<b>\$218,767</b>	<b>\$315,000</b>				<b>\$980,000</b>

Capital Revenue	2023	2024	2025	2026	2027	2028
FTA 5339	\$60,000					
Consolidated (23-25)	\$259,000					

## Operating financial plan

CCPT is a grant and locally funded agency.

Grant awarded collected in the agency's public transportation benefit area is the agency's primary revenue source. Other funding sources include sales revenue tax, state and local grant funding, and other miscellaneous revenues.

Table 6 below details CCPT's operating financial plan.

Operation revenue assumptions include:

No change in the retail sales tax rate is proposed within the planning period.

Growth in sales tax revenue throughout the planned period. The forecast is 1 percent in all years, based on recent trend data.

Minimal growth in formula federal and state operating grants (3 and 2 percent annual growth, respectively).

Minimal growth in fare revenue. The forecast would be a 1 percent growth in all years.

Costs for operation and maintenance is calculated at a 2 percent growth

Table 6 Operating and maintenance financial plan

Operating Revenues	2023	2024	2025	2026	2027	2028
Sales Tax	\$398,478	\$406,447	\$440,586	\$449,397	\$458,384	\$467,751
Farebox	\$6,834	\$0	\$0	\$0	\$0	\$0
FTA 5311 & RM (30% match)	\$780,833	\$780,833	\$780,833	\$	\$	\$
ARPA (23/25)	\$71,506	\$71,506	\$71,506	\$	\$	\$
CRRSAA (23/25)	\$2,914	\$0	\$0	\$0	\$0	\$0
Transit support (23-25)	\$90,881	\$90,881	\$90,881	\$	\$	\$
Special Needs (23-25)	\$219,349	\$219,349	\$219,349	\$	\$	\$

Sales tax equalization	\$6,248	\$	\$	\$	\$	\$
<b>Total Operating Revenues</b>	<b>\$1,577,043</b>	<b>\$1,569,016</b>	<b>\$1,603,155</b>	<b>\$449,397</b>	<b>\$458,384</b>	<b>\$467,751</b>

<b>Operating and Maintenance Expenses</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Demand Response Preservation and Maintenance	\$127,192	\$129,735	\$132,329	\$134,975	\$137,674	\$140,427
Rideshare Preservation and Maintenance	\$24,520	\$25,010	\$25,510	\$26,020	\$26,540	\$27,070
Rideshare Expand	\$-	\$53,400	\$-	\$-	\$-	\$-
<b>Total Operating Expenses</b>	<b>\$151,712</b>	<b>\$154,745</b>	<b>\$157,839</b>	<b>\$161,515</b>	<b>\$164,214</b>	<b>\$167,497</b>

