

Garfield County Transportation Authority

Six Year Transit Development Plan

2021 - 2026



Garfield County Transportation Authority

695 Main Street, P.O. Box 23

Pomeroy, WA 99347

(509) 843-0200

August 27 - September 20, 2021

Public Hearing: September 20, 2021

Public Comment Period:

Adopted by GCTA Board of Directors:

Larry Reforwood *9/20/21*

Board President

Date

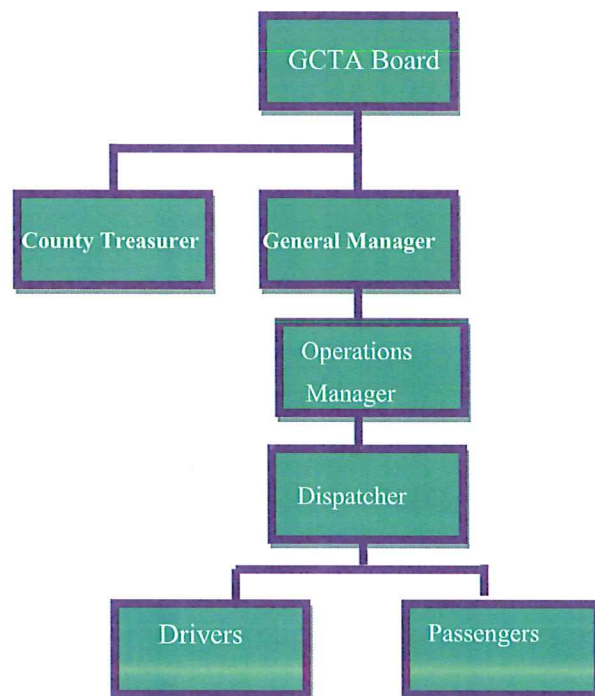
Section 1:

Organization

Garfield County Transportation Authority is a countywide transportation system as authorized in RCW 35.58 located in Garfield County, Washington. Garfield County Transportation Authority performs all transportation services including Commuter bus service from the town of Pomeroy to destinations in Clarkston, Washington and Lewiston, Idaho; Tuesday, Wednesday, and Thursday demand response medical/shopper trips to Clarkston and Lewiston; and local demand response service within Garfield County. Garfield County Transportation Authority system map appears in Appendix B, showing the extent of the service area. Garfield County Transportation Authority is governed by a C.T.A. board, which consists of the three (3) County Commissioners and the Mayor of Pomeroy. The CTA Board approves all changes to transportation operations and service levels. The board meetings are held the third Monday of each month, unless a holiday, in the Commissioners Room of the County Courthouse located at 789 Main Street in Pomeroy.

As of December 31, 2020, Garfield County Transportation Authority employed:
2.75 full time equivalent employees in the operations division
1.25 full time equivalent employees in the administration division

The table of organization for Garfield County Transportation Authority



Section 2:

Physical Locations

Garfield County Transportation Authority leases its Operations Facility from the Pomeroy Senior Center located at 695 Main Street, Pomeroy WA, 99347. The Dispatch and Administrative office is located here. Our Maintenance Facility is at Garfield County Public Works, located at 300 19th Street in Pomeroy.

Section 3:

Service Characteristics

In 2021 Garfield County Transportation Authority provides weekday commuter bus service, and tri-weekly medical/shopper service from Pomeroy to the Lewiston/Clarkston area and local service within Garfield County. Bus service operates Monday through Friday, 6:45am. – 6:00pm., the local service operates Monday – Friday 8:30am. – 4:00pm, Garfield County Transportation Authority system map in Appendix B. Garfield County Transportation Authority offers fare-free service to all transportation passengers.

Section 4:

Service Connections

Garfield County Transportation Authority provides commuter and demand response bus service to and from the cities of Clarkston, Washington and Lewiston, Idaho; providing an opportunity to connect with the Asotin County PTBA and Lewiston Transit operating in those cities. We also offer connections to the Northwest Trailways (Greyhound) bus terminal and the regional airport in Lewiston. To the west, we connect with Columbia County's Public Transportation system at "Dodge Junction" for service into Dayton, Walla Walla, and the Tri-Cities.

Section 5: **Changes and Accomplishments in 2020-21**

1. Garfield County Transportation purchased a new 2020 ADA-compliant 14-passenger cutaway bus with assistance from the WSDOT consolidated grant program. This replaced a 2001 Ford cutaway bus, which was surplus.
2. Garfield County Transportation continued to receive funding through the WSDOT consolidated grant program and special needs funding from WSDOT for the 2021-23 biennium, CARES Act 5311 federal funds, local sales tax revenue, and donations.
3. GCTA was awarded 2 separate WSDOT capital grants to replace a 2015 Ford Transit van and a 2012 Ford Flex crossover SUV.
4. We continue to maintain a close partnership with the Garfield County Hospital District and our local long-term care facility to provide transportation services to meet their needs.
5. GCTA has renewed our agreement with Aging and Long Term Care's administrative office located in Yakima, WA. to provide transportation services for senior board members traveling from Asotin, Garfield, Columbia and Walla Walla Counties to Pasco, WA. for scheduled meetings.
6. We continue to provide service for special needs passengers wishing to access our local food bank.
7. GCTA continues a relationship with Accountable Community's for Health in hopes to work on building bridges for Medicaid Clients.
8. Garfield County Transportation changed its logo and created its own website, <https://garfieldcta.com/> with a direct link to the Garfield County website.
9. GCTA regularly attends Palouse RTPPO meetings and actively participates in the six-year regional transportation improvement plan (CPT-HSTP) that is updated every two years.

Section 6:

2022 Goals

Strive to meet the transportation needs of Garfield County residents through:

1. Increase commuter bus ridership by advertising and presenting at work places and other agencies.
2. Increase Local ridership by using social media and advertising.
3. Increase the Medical/Shopper ridership and possibly expand from 3 days to 4 days per week if demand increases.
4. Maintain current funding levels to ensure consistent operations.
5. Replace the commuter van and local service S.U.V. with funding from WSDOT capital grant program.
6. Continue planning for 0% emission vehicles and the required infrastructure and funding needed for future operations.

Section 7:

Washington State and Agency Goals, Objectives, and Strategies

Relationship of the Garfield County Transportation Authority 6-year plan to the Washington State Transportation Operating and Investment Guidelines:

Economic Vitality:

Garfield County Transportation Authority continues to promote and develop a public transportation system that stimulates, supports, and enhances the movement of people and goods that contribute to a strong, vital economy.

Preservation:

In 2020 Garfield County Transportation Authority used its resources to maintain service levels in all modes of transportation. In the next 6 years Garfield County Transportation Authority will maintain or increase levels of service.

Safety:

- The modernization of the vehicle fleet will improve system safety by enlisting the latest safety-related technology and maintenance systems.
- We have developed and published a System Safety Plan that encompasses all aspects of our operations and maintenance including procurement, hazard recognition, classification, and remediation.

Mobility:

- In completing this Six Year Transit Development Plan, Garfield County Transportation will have a totally accessible, ADA compliant commuter and demand response transportation service.

Environment:

- In 2021 Garfield County Transportation Authority continued its recycling policy to enhance a healthy community, promote energy conservation and protect our environment.
- In 2021 we are exploring grant opportunities to get an electric vehicle charging station in Garfield County
- In 2021 GCTA is researching and reviewing what the best option is for clean renewable energy and fuel efficiency for Transportation services.

Stewardship:

- It is the intent of Garfield County Transportation Authority to work for greater access, operational efficiency, and improving the quality of our transportation services for all stakeholders.

Section 8:

Plan Assumptions

1. **Population** – According to the 2020 census report, the population of the Garfield County Transportation Authority service area is 2,225 and the population is expected to grow 0.9% through the year 2026.
2. **Commuter Route Bus Service** – Garfield County Transportation Authority provided 901 hours of commuter bus service in 2020, and then at a minimum, maintain that level through 2026 .
3. **Local Transportation Service** – Garfield County Transportation Authority provided 1,133 hours of local service in 2020 and then at a minimum, maintain that level through 2026.
4. **Medical/Shopper Service** - Garfield County Transportation Authority provided 755 hours of Medical/Shopper service in 2020, and then at a minimum, maintain that level through 2026.
5. **Transportation Vehicles**– Garfield County Transportation Authority has replaced 1 ADA accessible cutaway bus, and plans for 2 new fuel efficient vehicles and another replacement of another ADA cutaway during this plans time period.
6. **Vanpool Service** – In 2019, Garfield County Transportation Authority began procurement and implementation of a Van Pool Service for workers to large employers in the Lewis/Clark Valley and the Columbia

Pulp Mill in Columbia County for the citizens of Garfield County. The passage of Initiative 976 and uncertainty from the COVID-19 pandemic stalled this program and is still being monitored by GCTA.

Section 9: **Proposed Capital Changes, 2021 – 2025**

2021	Preservation	Improvement
Services	Assess and modify as needed	Assess need for Van Pool service
Facilities	Planning	Plan/design for new facility
Vehicles	Maintain	New commuter van & local SUV
2022	Preservation	Improvement
Services	Assess and modify as needed	No Improvement
Facilities	Planning	Continue planning & design
Vehicles	Maintain	No improvement
2023	Preservation	Improvement
Services	Assess and modify as needed	No Improvement
Facilities	Maintain	Facility Construction
Vehicles	Maintain	Procure funds new Cutaway
2024	Preservation	Improvement
Services	Assess and modify as needed	No Improvement
Facilities	Maintain	Complete construction
Vehicles	Maintain	New cutaway (electric)
2025	Preservation	Improvement
Services	Assess and modify as needed	No Improvement
Facilities	Planning	No improvement
Vehicles	Maintain	No new vehicles
2026	Preservation	Improvement
Services	Assess and modify as needed	No Improvement
Facilities	Maintain	No improvement
Vehicles	Maintain	No new vehicles

Section 10:

Projected Operating Data 2020-2026

Commuter Service	2020*	2021	2022	2023	2024	2025	2026
Revenue vehicle miles	28,616	33,110	33,110	33,110	33,110	33,110	33,110
Total vehicle miles	28,905	34,135	34,135	34,135	34,135	34,135	34,135
Revenue vehicle hours	901	1,073	1,073	1,073	1,073	1,073	1,073
Total vehicle hours	928	1,118	1,118	1,118	1,118	1,118	1,118
Passenger trips	1,263	1,768	1,768	1,768	1,768	1,768	2,268
Fatalities	0	0	0	0	0	0	0
Reportable injuries	0	0	0	0	0	0	0
Collisions	0	0	0	0	0	0	0
Gasoline fuel							
Consumed (gal)	2,205	2,496	2,496	2,496	2,496	2,496	2,496
Demand Response Service	2020*	2021	2022	2023	2024	2025	2026
Revenue vehicle miles	21,563	27,523	27,523	27,523	27,523	27,523	27,523
Total vehicle miles	21,781	27,801	27,801	27,801	27,801	27,801	27,801
Revenue vehicle hours	1,888	2,390	2,390	2,390	2,390	2,390	2,390
Total vehicle hours	1,945	2,414	2,414	2,414	2,414	2,414	2,414
Passenger trips	4,675	6,070	6,070	6,070	6,070	6,070	6,070
Fatalities	0	0	0	0	0	0	0
Reportable injuries	0	0	0	0	0	0	0
Collisions	0	0	0	0	0	0	0
Gasoline fuel							
Consumed (gal)	1,544	1,702	1,702	1,702	1,702	1,702	1,702

Total Vehicle miles are calculated by percentage of additional miles on vehicles.

Total Vehicle hours are calculated by percentage of additional hours on vehicles.

We will continue to refine our data tracking protocols

*2020 data includes periods of reduced service due to the COVID-19 pandemic

PROJECTED REVENUES AND EXPENSES (in thousands)

	2020	2021	2022	2023	2024	2025	2026
Reserve Fund Beginning Balance	\$233	\$461	\$612	\$763	\$915	\$342	\$496
Reserve Contribution (from General)	(\$225)	(\$150)	(\$150)	(\$150)	(\$150)	(\$150)	(\$150)
Reserve Interest Earned	\$3	\$1	\$1	\$2	\$2	\$4	\$4
Total	\$461	\$612	\$763	\$915	\$342	\$496	\$650
General Fund Beginning Balance	\$127	\$58	\$75	\$75	\$75	\$75	\$75
General Fund Ending Balance	\$58	\$75	\$75	\$75	\$75	\$75	\$75
Revenues							
Local Sales Tax	\$178	\$150	\$150	\$150	\$150	\$150	\$150
Sales Tax Equalization	\$7	\$1	\$1	\$1	\$1	\$1	\$1
Fare Box/Donation	\$5	\$5	\$5	\$5	\$5	\$5	\$5
Fed Operating Grant							
State Operating Grant	\$94	\$240	\$240	\$240	\$252	\$252	\$252
Federal Funds 5311	\$116	\$37	\$74	\$37			
Total Available	\$919	\$1,120	\$1,308	\$1,423	\$825	\$979	\$1,133
Operating Expenses							
Demand Response & Commuter	\$332	\$332	\$363	\$363	\$381	\$381	\$381
Annual Depreciation	\$26	\$26	\$26	\$26	\$26	\$26	\$26
Total Expenses	\$358	\$358	\$389	\$389	\$407	\$407	\$407
Add Back Depreciation	\$26	\$26	\$26	\$26	\$26	\$26	\$26
Net Cash Available	\$332	\$332	\$363	\$363	\$381	\$381	\$381
Capital							
Revenues							
Federal							
State Rural Mob Grant	\$58		\$70		\$135		
Total Capital Revenue	\$58		\$70		\$135		
Capital Obligations							
System P&M							
Replace 1 Cutaway	\$79				EV \$160		
Replace 1 Ford Transit Van			\$48				
Replace 1 SUV			\$36				
System Expansion/Facility					\$700		
Total Capital Obligations	\$79		\$84				
Vanpool							
Revenue							
Capital Grant							
Incentive Grant							
Rider Fare							
Revenue Total							
Vanpool Obligations							
Operation Cost							
Capital Cost							
Total							
Ending Cash Balance	\$519	\$670	\$838	\$990	\$417	\$571	\$725

Public Transportation Management System Instructions for Asset Inventories

In 2004, the Washington state Department of Transportation collected transit system data electronically and created a new database to maintain the information. This change in data collection improved the accuracy of transit statistics, simplified the preparation of data intensive reports and allowed state and local agencies an opportunity to access transit information from a common data library. To expand on the efficiencies of collecting and reporting transit numbers, the Public Transportation and Commute Options Office has prepared new public transportation asset inventory forms. This document will satisfy the state and federal requirements for submitting inventory information including the Federal Transit Administration's Public Transportation Management System and the state's Asset Management Inventory component.

Rolling Stock Form

Every vehicle used primarily for the transportation of passengers shall be reported on the Owned Rolling Stock Inventory. For the purposes of establishing a base year inventory, the information required will include: year/make/model; vehicle code; vehicle identification number (VIN); agency vehicle number; current odometer; condition; age; remaining useful life; replacement cost; ADA access; seating capacity; fuel type; and WSDOT title. A more complete definition of these inventory categories is provided below.

Facility Form

Every facility which has a replacement value of \$25,000 or greater shall be reported on the Owned Facilities Inventory. Facilities of a lesser value may be reported at the agency's discretion. For the purposes of establishing a base year inventory, the information required will include: facility code, facility name (or address); condition; age; remaining useful life; replacement cost; detailed facility description; and any comments about the facility which the reporting agency wishes to have noted. A more complete definition of these inventory categories is provided below.

Equipment Form

Every piece of equipment which has a replacement value of \$100,000 or greater shall be reported on the Owned Equipment Inventory. Equipment with a value less than \$100,000 may be reported at the discretion of the reporting agency. Equipment is considered to be anything that is not permanently installed or an integral part of a facility, exclusive of rolling stock utilized in transporting the public. For the purposes of establishing a base year inventory, the information required will include: equipment code or type; condition; age; remaining useful life; replacement cost; and, any additional description or comments about the equipment which the reporting agency wishes to have noted. A more complete definition of these inventory categories is provided below.

Inventory Definitions

Year/Make/Model

Year: Year of vehicle manufacture.

Make: The name of the manufacturer of the vehicle.

Model: Name or number of vehicle model.

Vehicle Code or Equipment Code

A table of rolling stock categories provided below assigns a code for each vehicle type. A list of examples of equipment types and code number is shown below.

Vehicle Identification Number (VIN)

The serial number assigned by the manufacturer.

Agency Vehicle Number

The internal tracking number assigned to this vehicle by your agency.

Condition

The point rating that best describes the condition of the asset. Maintenance staff should be involved in establishing the condition score. If there are any issues related to the asset that are considered significant enough to be noted, please provide a comment in the appropriate column or attach an additional comment page. Example might be plans for rehabilitation or identification of "lemons".

Age

Years since the facility was completed and opened for use or years since the manufacture of equipment or vehicle.

Remaining Useful Life

The estimated number of years that the asset will be able to carry out its intended purpose before being replaced.

Replacement Cost

The current year estimated purchase price for a new vehicle or equipment of this type. The current year estimated replacement cost for a new facility on the same site. Do not include costs for replacement of the land on which the facility is located.

Seating Capacity

Number of seats available to the public (includes driver for rideshare vehicles). Indicate the number of positions for wheelchairs as '+' and indicate that number (example: 30+2).

Fuel Type

Indicate the fuel type by listing the appropriate letter: diesel (D), gasoline (G), biodiesel (BD), electric (E), diesel/electric (DE), compressed natural gas (CNG).

WSDOT Title

Is the title to this vehicle currently held by WSDOT?

Comments

If there are any issues related to the asset that are considered significant, they should be noted. If your comments exceed two lines, please attach a separate comment page.

Examples of comments regarding equipment or rolling stock might be plans for rehabilitation, elimination, or anticipated replacement due to changes in technology or other requirements.

Examples for facility comments might be plans for rehabilitation, elimination, or anticipated relocation of some functions from this site to another. Problems with specific subsystems or issues regarding ability to address regulatory requirements might be noted here.

Vehicle Codes

01	Bus - 40 ft.	15	Rail Cars - LRT
02	Bus - 35 ft.	16	Rail Cars - Rapid
03	Bus - 30 ft.	17	Rail Cars - Commuter Self-Propelled
04	Bus - <30 ft.	18	Rail Cars - Commuter Trailer
05	Bus - articulated	19	Rail Cars - Trolley
06	Bus - Intercity	20	Rail Cars - Intercity
07	Bus - Trolley	21	Locomotive
08	Bus - Trolley Articulated	22	Cable Car
09	Bus - Double Deck	23	People Mover
10	Bus - Dual Propulsion	24	Car - Incline Railway
11	Cutaway (under 30 ft.)	25	Fixed Guideway Cars (e.g., Monorail)
12	Body-on-Chassis (under 30 ft.)	26	Ferry Boats
13	Van - Vanpool	27	Streetcar Replicas
14	Van - Special Service	28	Other

Facility Codes

01	Power Distribution Substations	13	Incline Railway
02	Tunnels	14	Track System
03	Bridges	15	Overhead Power Distribution System
04	Elevated Right of Way/Track	16	Passenger Amenities (Shelters, Restrooms, etc.)
05	People Mover	17	Terminals, Intermodal
06	Transit Center	18	Toll Booths
07	Boarding Platforms/Stations/Floats	19	Uncovered Bus Storage
08	Pedestrian Access Facilities	20	Covered Bus Storage
09	Park and Ride Lots	21	Wash Islands/Fuel Islands
10	Administration Building	22	Warehouse/Storage
11	Maintenance Building	23	Multifunctional (Ops. And Maint.; Ops, and Admin.)
12	Rail Yards/Shop	24	Other

Equipment Codes

01	Line Equipment/Structures	09	Shop equipment (Other than permanently installed; e.g. port hoist)
02	Fare Collection Equipment (Stationary)	10	Signage systems
03	Surveillance/Security System	11	Navigational Devices (ex. Dolphins & wingwalls)
04	Automated Data Processing or Computer Hardware/Software Systems	12	Life Safety Equipment
05	Support Vehicles/Vessels	13	Bicycle Locker/Racks (Stationary)
06	Work Trains	14	Accessibility Devices
07	Train Control/Signal Systems	15	Power Distribution Control and Monitoring System
08	Radio System (Stationary)	16	Other (Be sure to include complete description)

Condition - Point Score Definitions*

100	Requires routine preventive maintenance.
80 - 90	In good working order, requiring only nominal or infrequent minor repairs.
50 - 70	Requires frequent minor repairs or infrequent major repairs.
20 - 40	Requires frequent major repairs.
10	Continued use presents excessive repair costs and/or potential service interruption.

Frequent means less than 6 months between repairs.

Infrequent means more than 6 months between repairs.

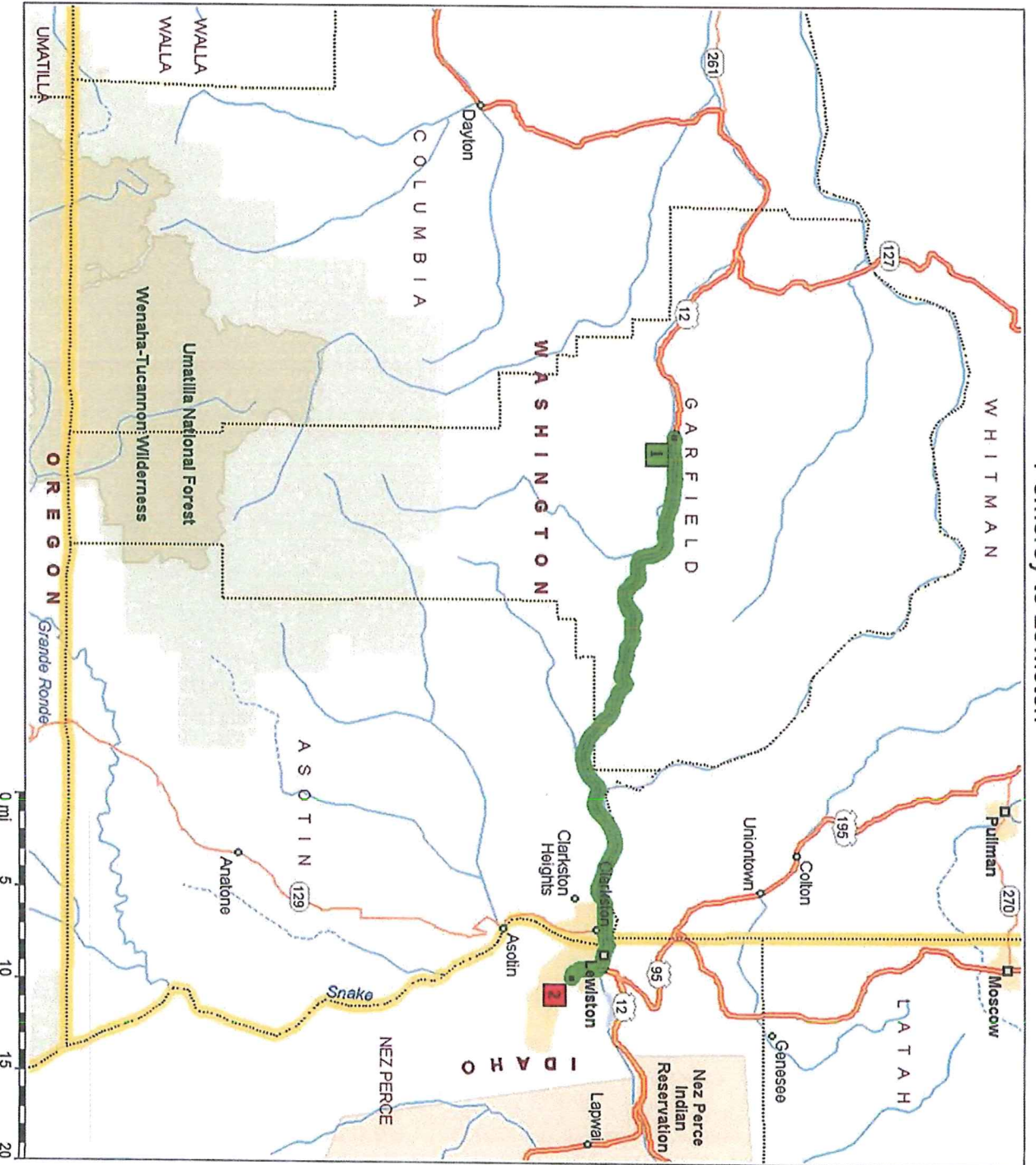
* The following subsystems should be considered in assigning the point score for each vehicle:

Engine	Body - Interior
Drive-Train	Body - Exterior
Electrical	A/C, Heating
Suspension/Steering	Brake System
Structure	Wheelchair Lift (0 score for non-lift equipped)

* The following subsystems should be evaluated as a part of the facility if it exists within the facility:

Heating, ventilation, and air conditioning systems (HVAC) Roof	Functional capacity (does the current use exceed design capacity)
Structure (walls, floors, windows, and foundation)	Safety (alarms, detector, security, sprinkler, extinguishers, etc.)
Electrical/lighting	Communications (including signage)
Parking/driving surfaces (include tract system in rail yard)	Accessibility (ADA)
Pedestrian access	Mechanical (fixed or built-in) (examples include vehicle hoists, elevators, cranes, delivery systems for fuel island)
Water/sewer	Fuel, Fluid, or chemical storage

Pomeroy to Lewiston



Copyright © 1998-2005 Microsoft Corp. and/or its suppliers. All rights reserved. <http://www.microsoft.com/streets/>
© 2004 NAVTEQ. All rights reserved. This data includes information taken with permission from Canadian authorities © Her Majesty the Queen in Right of Canada. © Copyright 2004 by TeleAtlas North America, Inc. All rights reserved.

near Pomeroy to 717 Sunset Dr, Pomeroy, WA 99347

