

RESOLUTION NO. 2481

A RESOLUTION ADOPTING THE SELAH TRANSIT DEVELOPMENT PLAN, INCLUDING THE ANNUAL REPORT FOR 2014 AND SIX-YEAR PLAN 2015-2020.

WHEREAS, the Washington State Department of Transportation requires that cities of the State establish and maintain a Transit Development Plan; and

WHEREAS, Yakima transit must have a yearly updated plan on file in order to apply for Department of Transportation Funds;

WHEREAS, a notice of Public Hearing for August 25, 2015 has been published in accordance with the laws of the State of Washington;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, that the transit development plan entitled the "Annual Report for 2014 and Six-year Plan 2015 to 2020" attached hereto and incorporated herein by reference be adopted.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, this 25<sup>th</sup> day of August, 2015.

  
\_\_\_\_\_  
Joe Gaylik, Mayor

ATTEST:

  
\_\_\_\_\_  
Dale Novobielski, Clerk/ Treasurer

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Robert F. Noe, City Attorney

RESOLUTION NO. 2481

City of Selah  
Selah Transit Development Plan



Annual Report for 2014  
And  
Six-year Plan 2015-2020  
Reported Annually

Adopted by the Selah City Council: 8/25/15 Resolution 2481

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## Acknowledgements

### **CITY OF SELAH**

Donald Wayman, City Administrator  
Andrew Potter, Assistant to City Administrator  
Joe Henne, Public Works Director  
Dale Novobielski, Treasurer

### **YAKIMA TRANSIT**

Alvie Maxey, Transit Manager  
Kevin Futrell, Project Planner  
Karen Allen, Program Administrator



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## INTRODUCTION

The Transit Development Plan 2015-2020 and 2014 Annual Report provides updated information to the Washington State Department of Transportation (WSDOT) on Selah Transit's 2014 transportation components and accomplishments and proposed action strategies for 2015 to 2020.

This document is submitted per the requirements of RCW § 35.58.2795. Selah is required to prepare a six-year transit development plan and annual report every year. WSDOT uses this document to prepare an annual report for the Washington State Legislature summarizing the status of public transportation systems statewide. This document is also used to notify the public about projects that have been completed, are in process, or are planned for the future. Following a public hearing, the Selah City Council must approve this document prior to this document going into effect.

### History

Selah was officially incorporated on April 3, 1919. Selah has a strong mayor form of government. Selah's base economic activity primarily consists of fruit warehousing/processing facilities, due to the proximity of fruit orchards in the nearby Wenas Valley and access to regional railroad and roadway systems for shipment to markets. Selah is one of the many communities that serve as a "bedroom community" to the city of Yakima to the south.

In 2009, the city of Selah began operating fixed-route bus & paratransit services under a contract with the city of Yakima (Yakima Transit) and continues to purchase those services. Selah's Transit services are funded by a voter-approved 0.3% sales tax (2007). Service initially started out with a north-south route through Selah and a trip along the Speyers-Fremont Loop.

In 2010, bus service was expanded to include a second trip along the Speyers-Fremont Loop during the route and frequency increased to hourly service.

In 2014, service was expanded to the Selah Firing Center Park & Ride providing a long-desired connection for military personnel working at the Firing Center and a Yakima-Ellensburg Commuter connection. Frequency reverted back to hourly service with half-hour service during the AM/PM peak hours and only one trip along the Speyers-Fremont Loop during the route.

On June 29, 2015, the city of Selah began participating in funding the Yakima-Ellensburg Commuter with a stop at the Selah Civic Center.

## SECTION I: ORGANIZATION

### Organizational Structure

The city of Selah does not have any transit-specific employees dedicated to Selah's Transit operations. Selah's transit-related staff consists of administrative personnel that support the City as a whole, including positions from City Hall and Public Works.

### Physical Plant

Selah Transit does not have a facility dedicated to only Transit services. Selah Transit is operated incidental to other activities out of Selah City Hall and the Selah Public Works Facility.



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## SECTION II: TRANSPORTATION SERVICES

### Fixed-Route Service

The City of Selah's fixed-route bus service is operated Mon-Fri from 6am-7pm, Saturday from 7am-6pm, and Sundays 8am-4pm. Transit services are not available on nationally-recognized holidays (New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, & Christmas Day).

Selah is served by Yakima Transit's Route 10, which serves both Selah and Yakima. Ridership for Route 10 in 2014 was 100,099 passengers, a decrease of 7.98% (2013 - 108,088). The decrease was relatively low; Yakima Transit's system-wide decrease was 12.26% during the same period. Ridership varies from year to year and is affected by service changes including modifying routes, expanding/contracting service, changes to transfer policies, & increases in fares. Ridership was down across all passenger types. The majority of the decrease is attributed to the reductions in service, as well as the March 2013 fare increase.

Several changes have been made to the route since the inception of the program, which have included a second trip per hour along the Speyers-Freemont Loop, changes along N. Wenas Road and Jim Clements Way, modifications to frequency (from hourly service to half-hour service to hourly-plus-peak service (AM/PM)). The service currently extends a commuter service-type extension out to the Firing Center Park & Ride Lot serving Zirkle Fruit along the way. Modifications will continue to happen as streets change and passenger transportation needs continue to evolve with the city of Selah's approval.

Yakima Transit retains all fares from the fixed-route service as part of the service agreement with Yakima Transit. As part of the consideration of keeping the fare revenue, Selah participates in Yakima Transit's operating grants.

	One-way fare	Monthly Passes
Adults (age 18 and over) .....	\$1.00 .....	\$25.00
Youths (age 6 - 17) .....	75¢ .....	\$18.00
Reduced Fare (Persons 62/over, people with disabilities and Medicare Card holders. Reduced Fare ID card with photo required for reduced fare.) .....	50¢ .....	\$9.00
Yakima-Ellensburg Commuter .....	\$5.00 .....	\$150.00
Pre-School (under 6, accompanied by adult) .....	FREE	
Transfers (See Transfer policy, page 4) .....	FREE	

### Paratransit

Yakima Transit continued to provide paratransit (Dial-A-Ride) services for Selah in 2014 through an agreement with Medstar. Paratransit services are provided only when fixed-route is available, door-to-door, to individuals who cannot access fixed-route bus service. Selah's paratransit services the areas within the city limits of Yakima and Selah and some trips into the city of Union Gap (many for dialysis). Paratransit ridership decreased 12.54% from 3,818 passengers in 2013 to 3,340 passengers in 2014. The large reduction can be partially attributed to cost avoidance passengers, as well as, care facilities increasing their utilization of other forms of transportation. Paratransit services typically cost \$24-\$30 per passenger trip. Paratransit services are required within Selah's service area under FTA regulations because fixed-route bus service is provided.



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## SECTION III: STATE & LOCAL LONG-RANGE PUBLIC TRANSPORTATION & CAPITAL IMPROVEMENT PRIORITIES

### Local Priorities

This plan establishes local priorities for Selah's Transit Services, which include:

1. Connecting Selah's Transit System with Neighboring Transit Systems

Connections can be made from Prosser to Ellensburg by utilizing the Yakima-Ellensburg Commuter, People For People's Community Connector, & Yakima Transit's fixed-route system. Selah started participating in the Yakima-Ellensburg Commuter on June 29, 2015, by both participating in funding the service as well as providing a parking location for commuters.

2. Providing Efficient and Effective Transit Services throughout Selah

Selah's constantly looking at ways to provide more effective and efficient service to passengers through route modifications and passenger facilities (park & ride locations & passenger shelters).

### Capital Improvements

For 2014, just outside of Selah, Yakima Transit obtained grant funding for the expansion of the Firing Center Park & Ride lot along Interstate 82 at the Firing Center Road Exit 26, which serves the region, and more immediately Selah commuters. The project was completed on August 19, 2014, expanding the Park & Ride lot from 44 to 105 parking stalls.

As part of Selah's effort to provide commuting options, they purchased property behind the City's Civic Center that is intended to be developed into a multi-use park & ride lot serving not only fixed-route bus service, but also, the Yakima-Ellensburg Commuter. Additional passenger shelters and sidewalk improvements for ADA passengers have been considered.

## SECTION IV: PROGRAM FUNDING & EXPENSES

### Operating Revenue

Selah utilizes sales tax revenue & grant funding to maintain transit services. Selah Transit's operating revenue was \$423,840 for 2014. Funding in subsequent years should revert back to something close to 2013 funding levels. The increase in sales tax revenue is the result of an increase in government capital projects.

The city of Selah purchases fixed-route bus and Dial-A-Ride services from the city of Yakima. These services allow Yakima residents to come to Selah to purchase goods and services, as well as work for local employers or access life-necessity services like dental, medical, & social services, and vice versa. Currently, Selah's service consists of a portion of Yakima Transit's Route 10, which travels from the Yakima Downtown Transit Center along N. 1st Street to and throughout the city of Selah. Selah pays for the time that the bus travels within the city of Selah on an hourly rate.

Selah benefits from Yakima Transit's operating grants as they relate to their service including utilizing a portion of Yakima Transit's annual allocation from the Federal Transit Administration. Service reductions



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and expansions are at Selah's discretion. Selah's most recent change was to extend services to the Firing Center (7 round trips per weekday) to provide additional support for the Yakima-Ellensburg Commuter and provide service to workers at the Zirkle fruit warehouse and processing facility.

### **Sales Taxes**

The city of Selah has a voter-approved 0.3% sales tax that pays for operating service in Selah, mainly fixed-route and paratransit services contracted for through Yakima Transit. Each 0.1% of sales tax equals approximately \$100K in revenue.

### **Grant Funds**

The city of Selah participates in Yakima Transit grants relating to Selah's service. In 2014, these grants included the Federal 5307 annual apportionment grant and a Federal CMAQ Sunday Service grant (through June 30, 2014).

### **Washington State Transit Formula Funds**

The Washington State Department of Transportation provides allocations to the city of Selah for general operating expenses and paratransit services. For 2013-2015, the amount was \$6,718 for paratransit and \$4,800 for general transit services. The 2015-2017 paratransit allocation is \$7,037.

### **Operating Expenditures**

Selah's operating expenses were \$282,914. There was no increase in rates in 2015. Selah's rates remained flat in 2015 and are anticipated to increase slightly in 2016. Paratransit services remained relatively close to actual costs for 2014 and are based on a cost-per-trip basis as negotiated by the city of Yakima with Medstar the Dial-A-Ride contractor. The rates the paratransit contractor charges typically increase each year due to a built in cost of living increase. Selah's operating expenses are anticipated to slightly increase through 2020.

### **Capital Funds**

Selah's typical capital expenses are for bus shelters and sidewalks. In 2014, \$307,000 of Transit funds was spent on Capital, expenses the majority of which was spent in the acquisition and preparation of parking next to the Civic Center. Other typical expenses include bus shelter and utility shop facility improvements. Selah plans on continuing to improve accessibility to transit stops and provide shelter from the elements for their passengers. For 2015, Selah planned \$130,000 budgeted for Transit funded capital expenses (Park & Ride \$125,000 and ADA accessible sidewalks \$5,000, and passenger shelters). Capital expenses are anticipated to be minimal (less than \$50,000) through 2020.

## **SECTION V: SIGNIFICANT CHANGES PLANNED, 2015 – 2020**

Selah Transit does not have any significant operating changes or capital improvements planned for the 2015-2020 period.



## APPENDIX A – Transit Financials

Selah Transit - 2014 Annual Report & Budget 2015-2020							
	2014	2015	2016	2017	2018	2019	2020
<b>Beginning Balance</b>	\$ 416,354	\$285,073	\$ 188,872	\$ 170,882	\$175,022	\$157,192	\$145,362
<b>Operating Revenues</b>							
Sales Tax	\$ 405,070	\$ 285,000	\$ 280,000	\$ 280,000	\$ 280,000	\$ 280,000	\$ 280,000
Federal Operating Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WSDOT Grants	\$ 6,718	\$ 6,000	\$ -	\$ 6,000	\$ -	\$ 6,000	\$ 6,000
WSDOT Formula Funds	\$ 9,613	\$ 11,729	\$ 4,800	\$ 4,900	\$ 4,900	\$ 4,900	\$ 4,900
Other	\$ 2,439	\$ 2,070	\$ 1,210	\$ 1,240	\$ 1,270	\$ 1,270	\$ 1,270
<b>Total Operating Revenue</b>	<b>\$ 423,840</b>	<b>\$ 304,799</b>	<b>\$ 286,010</b>	<b>\$ 292,140</b>	<b>\$ 286,170</b>	<b>\$ 292,170</b>	<b>\$ 292,170</b>
<b>Operating Expenses</b>							
Fixed-Route P&M	\$ 236,908	\$ 245,000	\$ 240,000	\$ 240,000	\$ 240,000	\$ 240,000	\$ 240,000
Yakima-Elensburg Commuter	\$ -	\$ 6,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000
Paratransit ADA P&M	\$ 46,006	\$ 55,000	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000
<b>Total Operating Expenses</b>	<b>\$ 282,914</b>	<b>\$ 306,000</b>	<b>\$ 318,000</b>				
<b>Net Cash Available</b>	<b>\$557,280</b>	<b>\$283,872</b>	<b>\$156,882</b>	<b>\$145,022</b>	<b>\$143,192</b>	<b>\$131,362</b>	<b>\$119,532</b>
<b>Capital Revenue</b>							
Sales Tax Revenue	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
WSDOT Grant - Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Capital Revenue</b>	<b>\$ 40,000</b>						
<b>Capital Expenditures</b>							
Minor Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Facilities	\$ 307,207	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ -
Shelters/benches/signs	\$ -	\$ -	\$ 11,000	\$ -	\$ 11,000	\$ 11,000	\$ 11,000
Sidewalks	\$ 5,000	\$ 5,000	\$ 15,000	\$ 10,000	\$ 15,000	\$ 15,000	\$ 15,000
<b>Total Capital Expenses</b>	<b>\$ 312,207</b>	<b>\$ 135,000</b>	<b>\$ 26,000</b>	<b>\$ 10,000</b>	<b>\$ 26,000</b>	<b>\$ 26,000</b>	<b>\$ 26,000</b>
<b>Ending Cash Balance 12/31</b>	<b>\$ 285,073</b>	<b>\$ 188,872</b>	<b>\$ 170,882</b>	<b>\$ 175,022</b>	<b>\$ 157,192</b>	<b>\$ 145,362</b>	<b>\$ 133,532</b>

## APPENDIX B: Six-Year Transit Improvement Plan - Project List

There are no major capital or operating projects planned over the next six years that will utilize transit funds or public transportation grant funds.



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## APPENDIX C: PUBLIC HEARING NOTICE

Wednesday August 12, 2015

Selah Transit is submitting to the Washington State Department of Transportation its Six-Year Transit Development Plan and Annual Report.

These documents address state and local long and short-range priorities, capital improvements, planned significant operating changes, program funding sources, and the summary of Selah Transit's 2014 operations and proposed changes over the next six years. The proposed program will be the final program, unless amended, and satisfies the requirements regarding the final Program Of Projects.

A public hearing on the submittal will be held by the Selah City Council on August 25<sup>th</sup>, 2015

A draft document is available for public review during normal office hours at the Selah City Hall located at 115 W. Naches Avenue, Selah, WA 98942 or online at [www.selahwa.gov](http://www.selahwa.gov)



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## Appendix D: Fixed-Route Map

