

AGENDA

PUBLIC TRANSIT ADVISORY COMMITTEE

June 24, 2025

Hybrid Meeting In-person and via Zoom



ELLENSBURG
Central.
TRANSIT

Join Zoom Meeting

<https://us02web.zoom.us/j/3541355536?pwd=bExxNE4zNmpRNEtHOE1JNzdVNEZWUT09&omn=8895725429>

Meeting ID: 354 135 5536 Passcode: TRANSIT

Dial by your location

- +1 253 205 0468 us
- +1 253 215 8782 US (Tacoma)

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**CITY OF ELLENSBURG
PUBLIC TRANSIT ADVISORY COMMITTEE AGENDA
CouncilConference Room
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom
Tuesday, June 24, 2025
3:30 PM - Regular Meeting**

- 1. Call to Order and Roll Call of Members**
 - 1.A Call the June 24, 2025, PTAC Meeting to order.
 - 1.B Roll Call of PTAC Members.
- 2. Approval of Agenda (No Public Comment)**
 - 2.A Motion to Approve the June 24, 2025, PTAC Agenda.
- 3. Approval of Minutes**
 - 3.A Motion to approve the June 6, 2025, PTAC Special Meeting Minutes.
- 4. Guest Speakers**
 - 4.A None.
- 5. Follow Up Items**
 - 5.A Transit Resolution Update.
- 6. Ridership Stats**
 - 6.A May 2025 Ridership Stats.
- 7. Agenda Items**
 - 7.A PTAC Amendment Draft for Boards and Commissions.
- 8. Transit Marketing Updates**
 - 8.A Current Marketing Campaign.

9. Transit Updates

9.A

2025 Capital Project Update.

9.B

Consolidated Grant Award Letter.
Special Needs Grant Award Letter.

9.C

Transit Development Plan - DRAFT.

9.D

Council Approved Six Year TIP.

10. Member Updates

10.A

Member updates if time permits.

11. Next PTAC Meeting

11.A

July 15, 2025

12. Adjournment



For more information on the Ellensburg Public Transit Advisory Committee, contact Transit Manager, Betsy Dunbar, at 509-925-8680.

The Contents of this agenda have been photocopied on recycled paper.



CITY OF ELLENSBURG

Minutes of Public Transit Advisory Committee, Special Meeting

Date of Meeting

June 6, 2025

Time of Meeting

3:30 PM

Place of Meeting

**Council Conference Room
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom**

1. Call to Order and Roll Call of Members

1.A

Call the June 6, 2025, PTAC Special Meeting to order.

Chair Miller called the June 6, 2025, Special PTAC Meeting to order at 3:30 PM.

1.B

Roll Call of PTAC Members.

The following PTAC members were in attendance: Chair David Miller, Vice Chair Amy Spitznas, Joey Bryant, Ann Miller, Jim Hurson, Deja Blanchard.

Also in attendance: Betsy Dunbar - COE, Keiko Walsh - HopeSource.

Several staff members and one member of the community were also in attendance.

2. Approval of Agenda

2.A

Motion to Approve the June 6, 2025, PTAC Meeting Agenda.

A motion to approve the June 6, 2025, Special PTAC Meeting Agenda was made by Vice Chair Spitznas.

The motion carried 6-0.

3. Approval of Minutes

3.A

Motion to Approve the May 13, 2025, Meeting Minutes.

A motion to approve the May 13, 2025, Meeting Minutes was made by Committee member Deja Blanchard.

The motion carried 6-0.

4. Guest Speakers

4.A
None

5. Follow Up Items

5.A
None

6. Ridership Stats

6.A
None

7. Agenda Items

7.A
Capital Project List Approval

A motion to approve the Capital Project List was made by committee member Bryant.

The motion carried 6-0.

7.B
Paratransit Operating Amendment Agreement

A motion to approve the Paratransit Operating Amendment Agreement was made by Vice Chair Spitznas.

The motion carried 6-0.

7.C
Public Transit Operating Amendment Agreement

A motion to approve the Public Transit Operating Amendment Agreement was made by committee member Bryant.

The motion carried 6-0.

7.D
Cabulance Operating Amendment Agreement

A motion to approve the Cabulance Operating Amendment Agreement was made by committee member Blanchard.

The motion carried 6-0.

8. Transit Marketing Updates

8.A

None

9. Transit Updates

9.A

None

10. Member Updates

10.A

None

11. Next PTAC Meeting

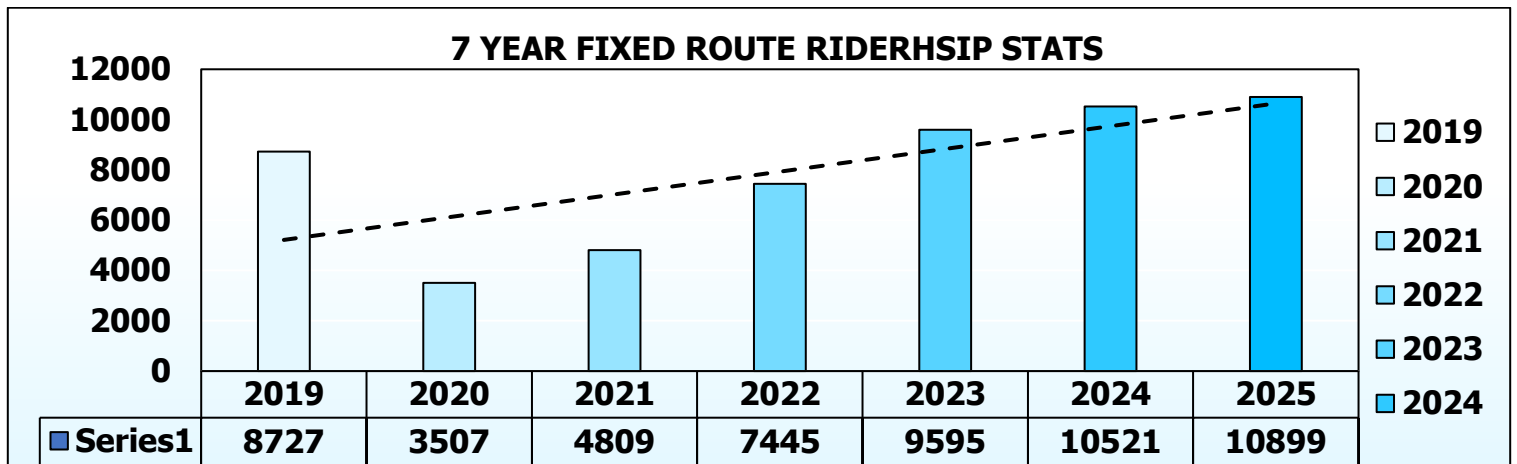
11.A

June 24, 2025

12. Adjournment

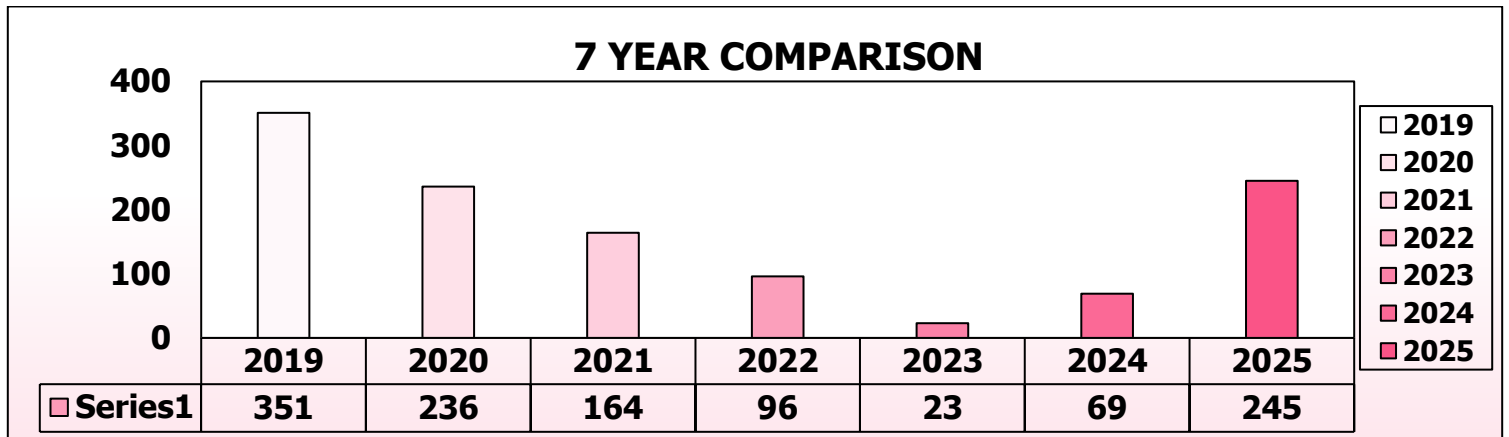
MAY 2025 RIDERSHIP

FIXED ROUTE



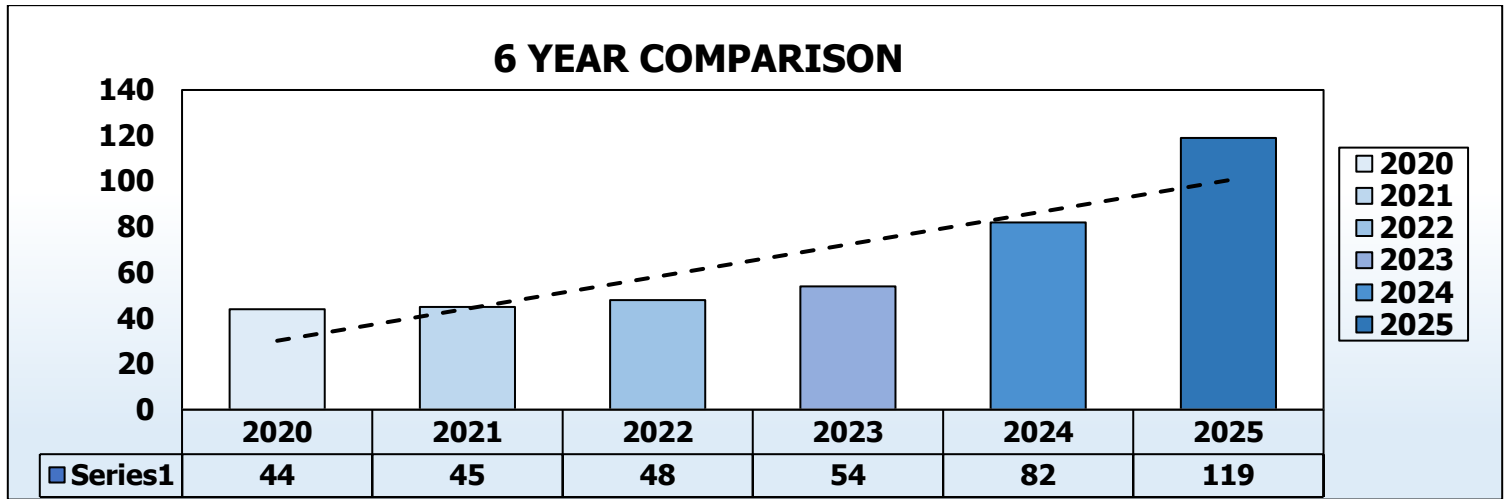
2025	
JANUARY	9737
FEBRUARY	9549
MARCH	9088
APRIL	10678
MAY	10899

PARATRANSIT



2025	BOARDINGS
JANUARY	17
FEBRUARY	27
MARCH	61
APRIL	79
MAY	61

CABULANCE



2025	
JANUARY	17
FEBRUARY	22
MARCH	21
APRIL	19
MAY	40

DIAL A RIDE

2025 RIDERSHIP	
JANUARY	1263
FEBRUARY	1201
MARCH	1460
APRIL	1684
MAY	1440

KCC - UPPER COUNTY - 646

KCC – KITTITAS - 50

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELLENSBURG, WASHINGTON, RELATING TO UTILITY ADVISORY COMMITTEE, ENVIRONMENTAL COMMISSION, AND PUBLIC TRANSIT ADVISORY COMMITTEE, AMENDING SECTIONS 1.50.040, 1.50.080, 1.50.200, 1.60.040, 1.60.120, 1.60.280, AND AMENDING CHAPTER 1.84 OF THE ELLENSBURG CITY CODE.

WHEREAS, the City of Ellensburg (City) seeks to review and evaluate the roles, membership composition, and powers and duties of city boards, committees, and commissions periodically to ensure clarity and adapt to changing community and organizational needs; and

WHEREAS, the City of Ellensburg wishes to assign advisory and review role for transportation system by broadening the purpose and duties of the Public Transit Advisory Committee to include activities related to public transportation, especially complete streets and transportation system safety and rename as Transportation System Advisory Committee; and

WHEREAS, the City of Ellensburg seeks to designate accountability for actions adopted through sustainability and energy plan and other climate or environmental policies to the Environmental Commission and designate advocacy role for sustainability goals, including bicycle and active transportation; and

WHEREAS, the City of Ellensburg seeks to revise membership composition of the Utility Advisory Committee with needs of energy utilities issues;

NOW, THEREFORE, the City Council of the City of Ellensburg, Washington do hereby ordain as follows:

Section 1. Section 1.50.040 of the Ellensburg City Code, as last amended by Section 17 of Ordinance 4883, is hereby amended to read as follows:

1.50.040 - Creation—Composition—Compensation.

~~There is created the utility advisory committee consisting of seven members. Two city council members and one representative from Central Washington University shall be members of the committee. Two members shall be customers of one or more of the city utility systems. Two additional members, who shall vote only on issues concerning the telecommunications utility as set forth in [Chapter 9.110](#) ECC, will include one representative from KITTCOM and one representative of the customers of the city's telecommunications utility. Terms shall be for three years. The committee members shall not receive compensation for their service.~~

A. Two city council members;

B. One representative from Central Washington University (CWU) and be designated by CWU administration;

- C. Four members shall be customers of one or more of the city utility systems (natural gas, light, and/or telecommunications);
- D. Terms shall be for three years.
- E. The committee members shall not receive compensation for their service.

(Ord. 4883 § 17, 2022; Ord. 4664 § 1, 2014; Ord. 4405, 2005; Ord. 4292, 2001)

Section 2. Section 1.50.080 of the Ellensburg City Code, as last amended by Ordinance 4405, is hereby amended to read as follows:

1.50.080 - Purpose.

The utility advisory committee is created for the purpose of providing a mechanism for the city council of Ellensburg to obtain the benefits of recommendations, advice, and opinions on those matters affecting city energy and telecommunication utility policy and operations from a committee which may devote the resources necessary for careful consideration of such matters and which will increase ~~citizen~~ customer participation and input to local government.

(Ord. 4405, 2005; Ord. 4292, 2001)

Section 3. Section 1.50.200 of the Ellensburg City Code, as last amended by Ordinance 4405, is hereby amended to read as follows:

1.50.200 - Powers and duties.

The powers and duties of the committee shall be as follows:

- A. To give advisory recommendations to the city council on matters relating to city energy and telecom utility policy and rates, infrastructure planning, and operations and all other matters as the city council may deem appropriate.
- ~~B. To adopt bylaws, rules and regulations consistent with the laws of the state of Washington for conducting the meetings of the utility advisory committee.~~

(Ord. 4405, 2005; Ord. 4292, 2001)

Section 4. Section 1.60.040 of the Ellensburg City Code, as last amended by Section 1 of Ordinance 3713, is hereby amended to read as follows:

1.60.040 - Definitions.

Words used in this chapter shall have the following meanings:

Commission means the environmental commission.

Environment. The word "environment" and all derivative forms of the word shall include all of the conditions, circumstances and influences surrounding or affecting all living organisms and all natural resources and physical assets within the city limits.

Sustainability. The word “sustainability” refers to the practice of using resources responsibly to balance environmental protection, economic development, and social objectives to meet the needs of today without compromising the quality of life for future generations.

(Ord. 3713 § 1, 1990)

Section 5. Section 1.60.120 of the Ellensburg City Code, as last amended by Section 21 of Ordinance 4883, is hereby amended to read as follows:

1.60.120 - Creation—Membership.

~~There is created an environmental commission consisting of seven members. The president of the Ellensburg High School environmental club shall be an ex officio member of the commission. Not less than four members shall be residents of the city of Ellensburg; no more than two of noncity may reside outside of the city's urban growth area. Two members of the commission may be under the age of 18. The commissioners shall not receive compensation for their services.~~

- A. One member of the city council;
- B. One environment/sustainability representative from Central Washington University (CWU) and be designated by CWU administration;
- C. Not less than four members shall be residents of the city of Ellensburg;
- D. No more than one member may reside outside of the City’s urban growth area;
- E. Two members of the commission may be under the age of 18;
- F. The president of the Ellensburg High School environmental club shall be an ex officio member of the commission.
- G. The commissioners shall not receive compensation for their services.

(Ord. 4883 § 21, 2022; Ord. 4569 § 1, 2010; Ord. 4509 § 1, 2008; Ord. 3980 § 1, 1995; Ord. 3723 § 1, 1991; Ord. 3713 § 1, 1990)

Section 6. Section 1.60.160 of the Ellensburg City Code, as last amended by Section 22 of Ordinance 4883, is hereby amended to read as follows:

1.60.160 - Appointment—Terms.

~~Each member shall be appointed for a five-year term. The president of the Ellensburg High School environmental club shall be an ex officio member of the Ellensburg environmental commission. The ex officio member is not subject to appointment, confirmation, or a set term.~~

(Ord. 4883 § 22, 2022; Ord. 4711 § 2, 2015; Ord. 3980 § 2, 1995; Ord. 3723 § 2, 1991; Ord. 3713 § 1, 1990)

Section 7. Section 1.60.280 of the Ellensburg City Code, as last amended by Section 4 of Ordinance 4711, is hereby amended to read as follows:

1.60.280 - Powers and duties.

The commission shall have general powers and duties necessary to fulfill the express or implied purposes of this chapter and, within the framework of these purposes, the environmental commission shall:

- A. Serve in an advisory capacity to the city council, and accept referrals from the city council for study or such action as is directed by the city council, especially concerning designated sustainability elements such as water resources, land use, waste reduction, and urban forestry;
- B. Consider policies, projects, plans, and programs beneficial to the environment of the community and to consider matters affecting the City's water, sanitary sewer and stormwater systems;
- C. Propose policies and programs for consideration by the city council, and when authorized by the council, carry out these projects and programs;
- ~~D. Notify appropriate city departments in advance of meetings at which subjects will be discussed which may be of particular interest to that department, and provide information to staff outlining support of, or opposition to, subjects undergoing environmental review;~~
- ~~E. D. Administer the water quality grant program in accordance with procedures authorized and approved by the city council;~~
- ~~E. E. Advocate for sustainable activities Advise the city council on matters to promote bicycle use within Ellensburg, including bicycle and other active transportation modes.~~

(Ord. 4711 § 4, 2015; Ord. 3713 § 1, 1990)

Section 8. Chapter 1.84 of the Ellensburg City Code is hereby amended to read as follows:

CHAPTER 1.84 - ~~PUBLIC TRANSIT~~ TRANSPORTATION SYSTEM ADVISORY COMMITTEE

1.84.010 – Creation and purpose

1.84.020 – Terms—Composition

1.84.030 - Removal—Vacancy.

1.84.040 - Organization—Meetings—Quorum.

1.84.050 - Powers and duties.

1.84.010 - Creation and purpose.

There is created a ~~public transit~~ transportation system advisory committee consisting of seven members. The purpose of the ~~public transit~~ transportation system advisory committee is to oversee public transit and transportation system services in the city, including safety, infrastructure planning, the quality of services, providing direction for public information and education, developing and making recommendations on system improvements and funding, and reporting to council on those and other elements as directed.

(Ord. 4883 § 29, 2022; Ord. 4806 § 1, 2018; Ord. 4731 § 1, 2016)

1.84.020 - Terms—Composition.

~~Members of the public transit advisory committee shall not receive compensation for their service.~~ Each member of the transportation system advisory committee shall be appointed for a three-year term, and member representation is as follows:

- A. One city council member.
- B. A representative from Central Washington University (CWU) who shall represent the general interests of CWU and be designated by CWU administration.
- C. A representative of the Associated Students of Central Washington University (ASCWU) student government to serve a minimum of one year, whose term shall correspond to the terms of office of students elected to serve on the ASCWU student government.
- D. A representative of Ellensburg School District (ESD) who shall represent the general interests of ESD and be designated by ESD administration.
- ~~D.~~ E. Four Three community members.
- F. Members of the transportation system advisory committee shall not receive compensation for their service.

(Ord. 4883 § 30, 2022; Ord. 4806 § 2, 2018; Ord. 4731 § 1, 2016)

1.84.030 - Removal—Vacancy.

Repealed by Ord. 4883.

(Ord. 4731 § 1, 2016)

1.84.040 - Organization—Meetings—Quorum.

Repealed by Ord. 4883.

(Ord. 4806 § 3, 2018; Ord. 4804 § 4, 2018; Ord. 4731 § 1, 2016)

1.84.050 - Powers and duties.

The powers and duties of the committee shall be as follows:

- A. To advise the city council on matters pertaining to infrastructure planning, the maintenance and operation, and improvements to ~~of~~ public transit and the complete street transportation system within the city.
- B. To develop and implement a community outreach program to educate the public concerning access to public transit and the city's transportation system and to identify unmet ~~public transit system~~ needs.
- C. To provide advice and recommendations to the city's transit provider, city council, and city staff concerning quality, effectiveness, ~~and efficiency,~~ and safety of the city's public ~~transit transportation~~ system.
- D. To report, at least annually, on the above to city council and on other such matters as they pertain to the city's public transit and transportation system, or on other such other matters as directed by city council, which shall be included as council agenda items.

(Ord. 4731 § 1, 2016)

Section 9. Severability. If any portion of this ordinance is declared invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect the validity of the remaining portion(s) of this ordinance.

Section 10. Corrections. Upon the approval of the City Attorney, the City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 11. Effective Date. This ordinance shall take effect and be in force five (5) days after its passage, approval and publication.

The foregoing ordinance was passed and adopted at a regular meeting of the City Council on the ____ day of July, 2025.

MAYOR

ATTEST:

CITY CLERK

Approved as to form:

CITY ATTORNEY

Publish:

I, Beth Leader, City Clerk of said City, do hereby certify that Ordinance No. **** is a true and correct copy of said Ordinance of like number as the same was passed by said Council, and that Ordinance No. **** was published as required by law.

BETH LEADER

2025 - 2030 Transit Development Plan and 2024 Annual Report



Elensburg Central Transit

Elensburg, Washington

Date of Public Hearing:

Adopted:

Prepared by: Elensburg Central Transit Staff

Americans with Disabilities Act (ADA) Information: This material can be made available in an alternate format by emailing the Office of Equal Opportunity at wsdot.wa.gov or by calling toll free, 855-362-4 ADA (4232). Persons who have a hearing impairment may make a request by calling the Washington State Relay at 711.

Title VI Notice to Public: It is the Washington State Department of Transportation's (WSDOT) policy to assure that no person shall, on the grounds of race, color, national origin or sex, as provided by Title VI of the Civil Rights Act of 1964, be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under any of its programs and activities. Any person who believes his/her Title VI protection has been violated, may file a complaint with WSDOT's Office of Equal Opportunity (OEO). For additional information regarding Title VI complaint procedures and/or information regarding our non-discrimination obligations, please contact OEO's Title VI Coordinator at 360-705-7090.

This document is submitted per the requirements of RCW 35.58.2795.

DRAFT

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Plan Adoption, Public Hearing and Distribution

Plan Adoption

The City of Ellensburg City Council adopted the 2025 - 2030 Transit Development Plan on August , 2025 at 7 PM at the City of Ellensburg's City Hall Council Chambers located at 501 N Anderson Street, Ellensburg, WA 98926.

Public Participation Process

The 2025 – 2030 Transit Development Plan was reviewed by the Public Advisory Committee on August , 2025 and recommended it be submitted to the Ellensburg City Council for approval.

Public Comment Period: August , 2025 – August , 2025

Comments Submitted to: transit@ci.ellensburg.wa.us

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 , 2025 at 7PM at the City of Ellensburg City Hall.

Notice Posed to Website: Ellensburg Central Transit posted a notice of the hearing on the Transit Development Plan to its website at www.centraltransit.org on August , 2025.

Notice Published in Local Paper: The Daily Record published a notice of the hearing on the Transit Development Plan on August , 2025.

Request for Paper or Digital Copies: Ellensburg Central Transit allowed the public to request a paper or digital copy of the Transit Development Plan on and after August , 2025 by emailing transit@ci.ellensburg.wa.us or by calling 509-925-8680.

Available to the Public for Review: Ellensburg Central Transit allows 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 , 2025 Ellensburg Central Transit distributed the adopted Transit Development Plan to: WebGrants at wsdot.ptd.webgrantscloud.com

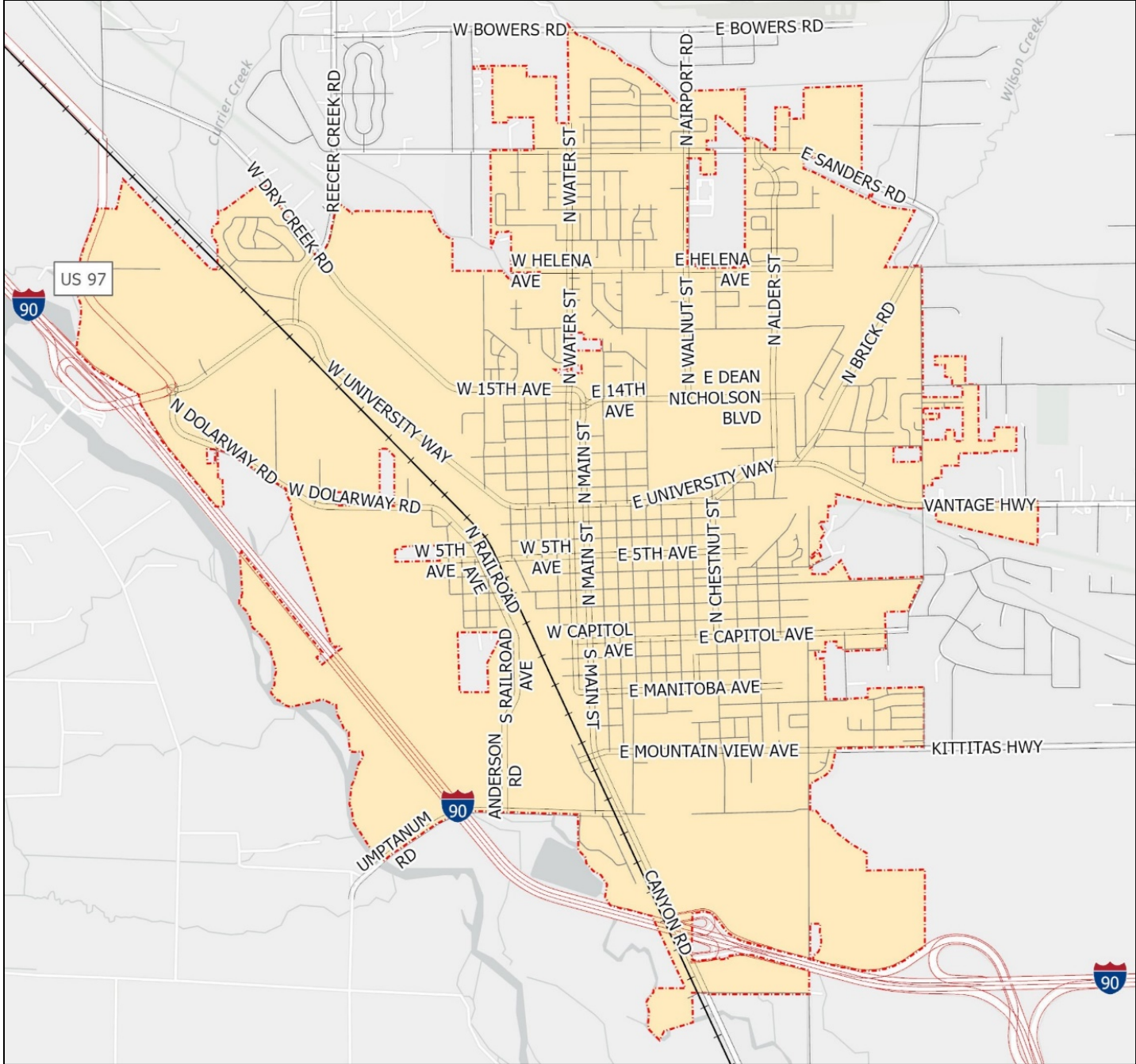
All cities, counties and regional transportation planning organizations within which Ellensburg Central Transit operates.

Description of Service Area, Operations and Facilities

Service Area

Ellensburg Central Transit is a rural public transit system serving the general public within the city limits of Ellensburg. 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.

Exhibit A: City Limits of Ellensburg Map



Operations

Ellensburg Central Transit provides 6 accessible fixed routes, complimentary ADA paratransit services and a 24-7 non-emergency medical transportation service called Cabulance.

Fares and Holidays

All Ellensburg Central Transit services are Zero Fare.

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

Service information, route schedules and maps can be found on Ellensburg Central Transit's website at www.centraltransit.org.

Fixed Route

Ellensburg Central Transit operates 6 fixed routes daily between 6:55 AM to 8:15 PM. Ellensburg Central Transit's system maps show the locations of each route, the direction of bus movement, scheduled stops, on demand bus stops, bus shelters and transfer service points.

Exhibit B: Fixed Route Service



Route 12 A: 7:10 AM to 7:45 PM serves CWU and the north and south ends of the city.
Route 12 B: 7:40 AM to 8:15 PM serves CWU and the north and south ends of the city.
Route 13: 6:57 AM to 7:15 PM serving north to Elmview and south to KVH.
Route 14: 6:55 AM to 6:45 PM serving north to Bender and south to Ellensburg High School.
Route 15: 7:55 AM to 7:20 PM serving downtown and the southwest side of Ellensburg.
Route 16: 7:30 AM to 6:50 PM serving downtown and the northwest side of Ellensburg.

All routes start and end downtown at 4th Avenue and Ruby Street.

ADA Paratransit

In compliance with the Americans with Disabilities Act, Ellensburg Central Transit provides accessible door to door transportation services for individuals who, because of a disability, are unable to travel on Ellensburg Central Transit's fixed route service.

Exhibit D: ADA Paratransit Service



NEMT Cabulance

Ellensburg Central Transit's Non-Emergency Medical Transportation (NEMT) 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 Healthcare and other contracted facilities.

Exhibit E: Cabulance Service



Connecting Washington

Connections with other transportation systems occur Monday through Friday with Yakima Transit at Umptanum and Ruby, Ellensburg Safeway and E. 11th Ave and Maple Street, HopeSource Transportation's Kittitas County Connector to and from Safeway in Ellensburg. Regional connections to other ground transportation include Greyhound, Flixbus, Travel Washington Apple Line which travels between Omak and Ellensburg and the Bellair Airporter Shuttle which connects with SeaTac International Airport and Amtrak.

Exhibit F: Ellensburg Central Transit Connections



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

Exhibit G: Shared-use Biking and Pedestrian Trails



Service Support

The City of Ellensburg provides support for HopeSource Transportation’s County Wide Dial A Ride and Kittitas County Connector services. The city also provides support for Yakima Transit’s Yakima-Ellensburg Commuter Service.

Contractor Facility

All the operational equipment is owned and maintained by HopeSource located at 606 W 3rd Avenue, Ellensburg, Washington 98926. Their transportation office is located next door at 607 W 3rd Avenue.

EXHIBIT H: Contractor Location



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

EXHIBIT H: Ellensburg City Hall



Organization

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

EXHIBIT I: Organization Chart



State and Agency Goals, Objectives and Strategies

From 2025 to 2030, Ellensburg Central Transit will focus on the agency goals in table below. The table shows how Ellensburg Central Transit's local priorities align with state goals established in the Washington State Transportation Plan.

Through its mission, Ellensburg Central Transit strives to provide transportation opportunities to connect people to jobs and community which improves the quality of life in our community. To that end, Ellensburg Central Transit's proposed project and action strategies line up with the mission statement and the state's public transportation objectives.

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.

For the Washington Transportation Plan, 2040 and Beyond visit:

<http://www.wtp2040andbeyond.com/>

State Goal Areas						
Goals, Objectives and Strategies	Economic Vitality	Preservation	Safety	Mobility	Environment	Stewardship
Goal 1: Provide a safe, reliable and secure transit system for the public						
Objective 1.1: Emphasize the safety of Ellensburg Central Transit riders and citizens in all aspects of Ellensburg Central Transit operations.						
Ride the bus system regularly.		X	X	X		X
Survey passengers quarterly.		X	X	X		X
Coordinate with connecting services to ensure timely connections. Keep the information on 211 up to date and accurate.	X	X	X	X	X	X
Review WSTIP's Best Practices in the area of safety.	X	X	X			X
Objective 1.2: Ensure Contractor provides training for safe and secure experiences for all and to help eliminate preventable accidents.						
Ensure vehicle operator training occurs quarterly and operators are trained to proficiency in knowing the bus routes, operating the buses and proper use of the accessibility equipment including wheelchair and passenger securements on board the vehicles as well as all other safety requirements.	X	X	X	X		X
Review contractor's driver training records.	X	X	X	X		X
Objective 1.3: Enforce transit rules and establish a culture of excellent customer service.						
Post transit rider rules on the Ellensburg Central Transit Website.			X	X		X
Enforce transit rules and establish a consistency of service to riders in a safe and respectful manner. Provide Travel Training to individuals who need assistance navigating the bus system.			X	X		X
Goal 2: Provide Effective Transportation Services						
Objective 2.1: Create a positive transportation experience that is reliable, accessible, equitable, safe, secure and comfortable for all users.						
Routinely evaluate Ellensburg Central Transit's fixed route reliability and on-time performance using the performance modules within our Transit Technology Platform. Use the data to gauge and improve route performance and schedule adherence.	X	X	X	X		X
Promote SMS & IVR navigation tools for vision-impaired passengers.	X	X	X	X		X

Provide timely, accurate and clear service alerts and updates to the public.			X	X		X
--	--	--	---	---	--	---

State Goal Areas						
Goals, Objectives and Strategies	Economic Vitality	Preservation	Safety	Mobility	Environment	Stewardship
Provide additional transit amenities to make riding transit more safe, convenient and comfortable.	X	X	X	X	X	X
Evaluate service coverage and re-route design standards to improve access for low-income, youth, families, aging adults and persons with limited mobility as needed. 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	X	X
Objective 2.2: Improve service accessibility for non-motorized modes.						
Identify and complete a prioritized list of non-motorized access deficiencies at existing bus stops and bus shelters	X	X	X	X	X	X
Provide connecting services to pedestrian and biking trails	X	X	X	X	X	X
Objective 2.3: Create a living ADA Transition Plan for capital projects.						
Use Ellensburg Central Transit's ADA Transition Plan to plan capital projects in accordance with the requirements of Title II of the Americans with Disabilities act of 1990.	X	X	X	X	X	X
Goal 3: Financial Stewardship						
Objective 3.1: Operate an efficient cost-effective system.						
Maintain internal controls and compliance over public resources.		X				X
Continually review funding opportunities to leverage local resources.		X				X
Plan for future capital needs and costs escalations by maintaining a substantial reserve.		X				X
Continue to provide connections to other transportation services.	X	X		X	X	X
Strengthen coordination and integration of social services and transportation resources.	X	X		X	X	X

Set future goal to include deviated routes within Ellensburg as needed.	X	X		X	X	X
Goal 4: Community Partnerships and Transportation Choices.						
Objective 4.1: Cultivate partnerships throughout the community.						
Work with local agencies, schools, facilities and businesses regarding the benefits of using public transportation. Work with Social Services to ensure all passengers can safely use Ellensburg Central Transit services. Collect feedback received from passengers and community members.	X	X	X	X	X	X
State Goal Areas						
Goals, Objectives and Strategies	Economic Vitality	Preservation	Safety	Mobility	Environment	Stewardship
Participate in outside committees, regional planning organizations and boards.	X					X
Continue to coordinate with the City's Public Works Department on planning and capital projects.	X	X	X			X
Participate in community events and partnerships which promote Ellensburg Central Transit services to the community.	X	X		X	X	X
Objective 4.2: Reduce fossil fuel consumption through the consideration of alternative fuel technology.						
Use the Ellensburg Central Transit Zero-Emissions Transition Plan as a guide to transition to alternative fuel vehicles and supportive infrastructure.	X	X		X	X	X
Support the procurement of alternative fuel transit vehicles as they become available.	X	X		X	X	X
Support the development of a zero-emissions infrastructure.	X	X		X	X	X
Support transportation services for large employers within the city limits.	X	X		X	X	X
Goal 5: Meet the requirements of the Americans with Disabilities Act						
Objective 5.1: Ensure Ellensburg Central Transit buses and amenities are ADA accessible.						
Use Ellensburg Central Transit's ADA Transition Plan to identify and schedule capital projects to improve safety and remove accessibility barriers.	X	X	X	X		X
Promote and provide ADA Paratransit services for those who qualify.	X	X	X	X		X

Participate in community events and the direct and indirect public marketing of paratransit services.	X	X	X	X		X
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Local Performance Measures and Targets

Performance Measure	Target
Technology Amenities	Provide additional apps and icons on the Ellensburg Central Transit website. Use and upgrade software to track on-time performance and reliability.
Passenger Amenities	Add additional bus shelters at active stops and vulnerable population locations. Add additional pullouts, ADA landings, seating 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	Encourage zero collisions and at fault vehicle and passenger accidents or incidents.
Alternative Fuels	Use the Zero-Emissions Transition 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 5-10%.
Amenity State of Good Repair	Maintain all transit amenities within a state of good repair.
Service Coverage	Review and adjust routes when 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. Adjust to 30-minute routes.
Coordination	Work with other agencies and jurisdictions to coordinate a safe, accessible and integrated system of public transportation.

Plan Consistency

Ellensburg Central Transit actively participates in the planning of regional projects and policies which provide access to transportation, strengthens communities and promotes self-sufficiency and the general welfare of populations who have alternative transportation needs.

Regional Transportation Goals:

1. Sustain and expand transportation services to vulnerable populations, those who have transportation needs, and those living in overburdened communities.
2. Promote safe and accessible transportation services for people with alternative transportation needs by educating and advocating specific benefits to the consumers within communities as well as cross-jurisdictional communities.
3. Coordinate, expand, and link transportation with human service providers to accommodate the consumer's needs and efficiently utilize transportation resources.
4. Provide capital planning, construction, facilities, equipment, vehicles, and technology to improve mobility options.

The 2022 Human Services Transportation Plan can be found on the Quadco RTPO Website. [QUADCO RTPO](#)

Planned Capital Changes

Table 1: 2025 - 2030 Summary of Planned Capital Changes

Year	Projects
Amenities and infrastructure	
2025	<p>Bus shelters with artwork, bus pullouts, ADA landings, bus stop seating and lighting.</p> <p>Improve service accessibility and connections to non-motorized pathways and trails.</p> <p>Support the Ellensburg Central Transit Zero-Emissions Transition Plan.</p> <p>Support an intermodal transit station/hub.</p>
2026	<p>Bus shelters with artwork, bus pullouts, ADA landings, bus stop seating and lighting.</p> <p>Improve service accessibility and connections to non-motorized pathways and trails.</p> <p>Add Transit Signal Priority to stop lights along transit routes.</p> <p>Support a zero-emissions infrastructure.</p> <p>Support an intermodal transit station/hub.</p>
2027 - 2030	<p>Bus shelters with artwork, bus pullouts, ADA landings, bus stop seating and lighting.</p> <p>Improve service accessibility and connections to non-motorized pathways and trails.</p> <p>Support a zero-emissions infrastructure.</p> <p>Support an intermodal transit station/hub.</p>

Planned Operating Changes

Table 2: 2025 - 2030 Planned Operating Changes

2025 – 2030 Projects	Reduction	Expansion/Improvement
As ridership patterns change, adjust routes to better serve passengers.		X
Work with a marketing company to promote Ellensburg Central Transit services to the community.		X
Implement transit services in areas with priority populations.		X
30-minute route times		X

As needed, adjust routes to provide transit services to new housing and business developments.		X
Adjust service times based on ridership analysis and algorithms.		X
Add or adjust services as community needs are identified.		X
Promote Ellensburg Central Transit services and technologies available through direct and indirect marketing outreach.		X
Update schedules, maps and brochures on a regular basis.		X

Multiyear Financial Plan

2025 -2030 Capital Improvement Program and Financial Assumptions

Ellensburg Central Transit’s capital improvement program includes the capital expenses identified in Table 3 below.

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

Local Sales Tax revenue throughout the planning period in all years is based on recent averages.

Operating and capital grant funds are subject to federal and state funding opportunities.

Ellensburg Central Transit is responsible for all the required 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 Ellensburg City Council.

Table 3: 2025 - 2030 Capital & Operating Improvement *Estimated* Financial Plan

Capital Expenditure	2025	2026	2027	2028	2029	2030	FUTURE
Bus Shelters which include benches, trash receptacles, bike racks and solar lighting	120,000	120,000	60,000	60,000	60,000	60,000	60,000
Bench Seating	20,000	20,000	20,000	20,000	20,000	20,000	80,000
Bus Shelter Artwork	18,000	14,000	14,000	14,000	14,000	14,000	
Bus stop ADA improvements: ADA landing pads, bus stop bench seating, improved lighting	150,000	80,000	20,000	20,000	20,000	20,000	
Movement of Bus Stops and signage	5,000	5,000					
Improved service accessibility and connections to non-motorized pathways and trails		10,000	10,000	10,000	10,000	10,000	
Improved downtown bus hub with additional bus shelters, bench seating, large reader boards, overhead ceiling and lighting							1,000,000
Enhanced connections to other modes of transportation which include oversized turnouts, lighting and bus shelters		125,000	125,000				
Expanded Route times		200,000					
30-minute wait times on all routes		200,000					

Add additional route/routes							1,500,000
Matching Grant funds for gasoline fixed route buses		80,000		80,000			
Consultant Fee							50,000
Transit Signal Priority to stop lights along transit routes		250,000					
Propane Station and propane bus conversions							250,000
Matching Grant funds for zero-emissions buses							720,000
Chargers and Utility Infrastructure without grant funding							2,500,000
Chargers and Utility Infrastructure for matching grant funds							300,000 to 500,000
Travel Training Program for person with transportation needs over age 10 (students/residents)							50,000
Marketing	150,000	50,000	50,000	50,000	50,000	50,000	
Mill Pond Deviation							5,000
CPI Increases	2%						2 – 11%
Operations Reserve Fund							Estimated 2,000,000
Total Estimated Capital Improvement Financial Plan							

Table 4: 2025 - 2030 Operating *Estimated* Financial Plan

Operating Expenses	2025	2026	2027	2028	2029	2030
Administrative						
Fixed Route						
ADA Paratransit						
NEMT Cabulance						
Dial A Ride	82,313	82,313	82,313	82,313	83,000	83,000
Kittitas County Connector	44,000	44,000	44,000	44,000	45,000	45,000
Yakima-Ellensburg Commuter	20,000	20,000	20,000	20,000	20,000	20,000
Insurance		48,000	51,000	54,000	57,000	60,000
Marketing		50,000	50,000	15,000	15,000	15,000
Total Expenses	2,293,313	2,379,313	2,456,611	2,550,011	2,731,492	2,812,487

Table 5: Operating and Maintenance *Estimated* Finance Plan

	2025	2026	2027	2028	2029	2030
2023 – 2025 PTD0617 Consolidated Grant Program – Operating				-	-	-
2023 – 2025 PTD0937 Special Needs Formula	6,327		6,999	-	-	-
2025 – 2027 Consolidated Grant Program						
WSTIP	5,000	5,000	5,000	5,000	5,000	5,000
Transportation Services (ASCWU)	75,000	75,000	75,000	75,000	75,000	75,000
Interest Income	80,000	80,000	80,000	80,000	80,000	80,000
Local Sales Tax						
Total Revenues						

*Grant funds are subject to future state and federal funding.

Note to Table 3, 4, and 5:

Figures are based upon the continuation of a fare free transit system, a robust sales tax and the continuation of federal and state funding. The Public Transit Advisory Committee continues to evaluate our current transit system to ensure equal access and to better serve the needs of the Ellensburg community.

2024 Annual Report

2024 Service Expenses

Central Transit Public Transit Service Expenditures thru 12-31-24	2024 Total
Total Administrative, Marketing, Insurance	
Fixed Route	
ADA Paratransit	
NEMT Cabulance	
Yakima Transit Yakima-Ellensburg Commuter Service	20,000
HopeSource Dial a Ride Service	82,313
HopeSource Kittitas County Connector Service	44,000
Total Expenditures	

2024 Ellensburg Central Transit Stats

SERVICE	1-WAY BOARDINGS	REVENUE MILES	REVENUE HOURS	GALLONS OF FUEL	ACCIDENTS	INJURIES
Fixed Route	117,871	240,829	21,462	34,857	0	0
Paratransit	166	653	114	107	0	0
Cabulance	200	409	225	113	0	0
Total	118,237	241,891	21,801	35,077	0	0
Supported HopeSource Services						
Dial A Ride	14,525	111,058	8,566	11,150	0	0
KCC	6,609	95,665	4,376	9,872	0	0
Total	21,134	206,723	12,942	21,022	0	0
Supported Yakima Transit Service						
Yakima Ellensburg Commuter	Off in Ellensburg	On in Ellensburg	-	-	-	-
Total	10,596	9,713	-	-	-	-

2024 Completed Transportation Improvements

53 curb ramp upgrades were completed
1 New Bus Stop at 5 th Avenue and Water Street was added.
31 ADA Capital Projects completed which included ADA landing pad improvements, bench seating and movement of some bus stops to ensure RCW compliance.

2024 Benchmarks

117,871 Fixed Route Riders resulting in the highest ridership in the history of the service.
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