

GRAYS HARBOR
TRANSPORTATION AUTHORITY

TRANSIT DEVELOPMENT PLAN

July 9, 2024



GRAYS HARBOR TRANSPORTATION AUTHORITY

*Maintenance & Operations Facility
705 30th Street
Hoquiam, Washington 98550*

*Administration Building
343 W. Wishkah St
Aberdeen, Washington 98520*

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Special acknowledgment is due to Ken Mehin, General Manager (GHTA); Jean Braaten, Finance/AGM (GHTA); Abigail Wheeler, Grants, Procurement, and Planning Manager; Terri Gardner, Operations Manager (GHTA); Todd Tobeck, Fleet Maintenance Manager; Greg Fountain, Facility Maintenance Manager; David Bolin, IT Manager; Shawn Brewer, Safety Manager, and Tami Dragoo, Communications, Marketing, and Outreach Manager (GHTA) for contributions to this document.

Grays Harbor Transportation Authority



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Plan Adoption, Public Hearing, And Distribution

Plan Adoption

The Grays Harbor Transportation Authority Board of Directors adopted the 2025 Transit Development Plan during a special meeting on July 9, 2024, at 4:00 pm.

Public Participation Process

Public comment period: June 27, 2024-July 9, 2024

Comments submitted to: awheeler@ghtransit.com
Grays Harbor Transit
Grants, Planning, and Procurement Manager
343 W. Wishkah
Aberdeen, WA 98520

Public hearing: Grays Harbor Transportation Authority held a public hearing on the Transit Development Plan on July 9, 2024, at 4:00 p.m. at the Grays Harbor Transit Administration, 343 W Wishkah, Aberdeen, WA 98520 and virtually via Zoom.

Notice posted to the website: Grays Harbor Transit posted a notice of the hearing on the Transit Development Plan to its website at www.ghtransit.com on June 27, 2024.

Notice published in the local paper: The Daily World News published notices of the hearings on the Transit Development Plan on June 25, 2024, and July 2, 2024.

Requests for paper or digital copies: Grays Harbor Transit allowed the public to request a paper or digital copy of the Transit Development Plan on and after June 27, 2024, by emailing Abigail Wheeler at awheeler@ghtransit.com or calling (360) 532-2770 ext. 191.

Available to the public for review: Grays Harbor Transit allowed the public to view a copy of the draft Transit Development Plan at the Grays Harbor Transit offices, 343 W. Wishkah Street, Aberdeen, WA 98520

Plan Distribution

On July 10, 2024, Grays Harbor Transit distributed the adopted Transportation Development Plan to:

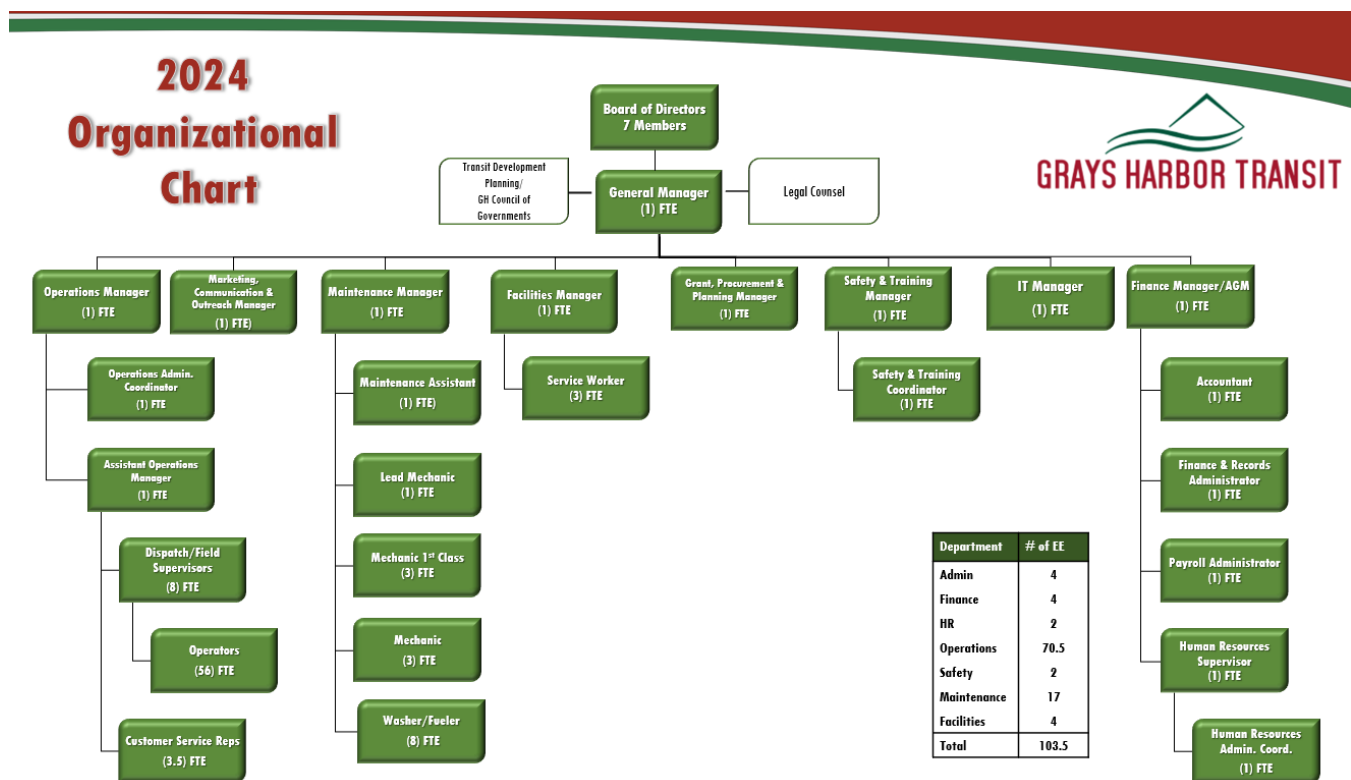
- WSDOT Public Transportation Division online Grants Management System (GMS) compliance module
- The Transportation Improvement Board via:
 - Vaughn Nelson, Finance Manager at vaughnn@tib.wa.gov.
 - Chris Workman, Engineering Manager at chrisw@tib.wa.gov.
- All cities, counties, and regional transportation planning organizations within Grays Harbor Transit's service area.

Description Of Organization, Service Area, Operations, and Facilities

Organization

Grays Harbor Transportation Authority (GHTA), also known as Grays Harbor Transit (GHT), is a County Transportation Authority (CTA) authorized under Chapter 36.57 RCW in the southwestern portion of Washington State. Grays Harbor Transportation Authority began providing transportation services in June 1975. Our system map on the following page indicates the extent of our service area. The three Grays Harbor County Commissioners and the Mayors of Aberdeen, Hoquiam, and Elma comprise the current Board of Directors. The position held by the Mayor of Elma alternates with the Mayors from McCleary, Cosmopolis, Montesano, Oakville, or Westport. The position held by the Mayor of Hoquiam alternates with the Mayor from Ocean Shores. The Board of Directors holds public meetings monthly at the Grays Harbor Transportation Authority's Administrative Offices in Aberdeen.

Below is the table of organization for the Grays Harbor Transportation Authority:



As of July 1, 2024, the Grays Harbor Transportation Authority employed:

- 67 full-time equivalents in the Operations Division
- 4 full-time equivalents in the Facilities Maintenance Division
- 17 full-time equivalents in the Fleet Maintenance Division
- 2 full-time time 3 part-time equivalents in the Customer Service Division
- 4 full-time equivalents in the Administration Division
- 4 full-time equivalents in the Finance Department
- 2 full-time equivalents in the Human Resources Department
- 2 full-time equivalents in the Safety & Training Department

Service Area

Services are available countywide. Intercounty service is provided to Olympia and Centralia. The Authority operates 11 fixed routes Monday through Friday and 9 fixed routes on Saturday and Sunday. Service isn't available on the 6 National Holidays.

In 2024, GHTA implemented a weekday DASH Bus Route in Hoquiam, weekend DAR/SVS in Ocean Shores and Westport in Spring 2024, and a weekend Wave bus route in Aberdeen.

Operations

GHT provides fixed routes, ADA paratransit services called Specialized Van Service (SVS), Dial-A-Ride in small cities, and the vanpool program. Grays Harbor Transit's system map shows where its fixed routes operate.

Regular hours of operation are 4:45 AM to 10:15 PM Monday through Friday and 7:10 AM to 9:00 PM on Saturdays and Sundays.

Fixed Route

Aberdeen/Hoquiam routes operate on average 30-minute headway 5 days a week. Outlying routes to West County (North Beach area) operate on a 2-hour to 3-hour headway on weekdays. Service to East County (Montesano, Elma) operates on 2-hour headway weekdays. North County (Quinault) service is 5 times daily, South County (Westport/Grayland) service is 8 times daily on weekdays, and Oakville/Centralia is 5 times daily on weekdays.

GHT restored its fixed route services reduced during the COVID-19 pandemic in the first quarter of 2022.

Services for Persons with Disabilities Operation

"Specialized Van Service" (SVS) provides door-to-door service for people with qualified ADA disabilities, which prevents them from using regular bus services. Specialized Van Service hours of operation reflect all fixed route services. Specialized Van Service is available in any area up to $\frac{3}{4}$ mile of the regular fixed route service and up to 3 miles in Aberdeen, Hoquiam, and Cosmopolis. Service isn't available on 6 national holidays.

Dial-A-Ride

Dial-A-Ride (DAR) is a curb-to-curb and door-to-door service available to the small cities of Montesano, Elma, Ocean Shores, and Westport. A bus is staged in the community; a driver begins their shift in the field. The DAR service provides point-to-point rides within their assigned community and makes connections to the fixed route.

Fares and Passes – Fare Free

At the July 2022 Board meeting, the Board approved a system-wide Fare-Free Policy through December 31, 2023, to be evaluated annually. The free fares apply to all riders on fixed routes in all zones, including General Public Dial-a-Ride and SVS (Paratransit) door-to-door service. The Fare-Free Policy included riders 18 and under on all bus services in all zones and Vanpool.

At its November 2023 meeting, the Board approved extending the Fare Free policy, which provides free fares system-wide through calendar year 2024. The Policy will continue to be evaluated annually. *The potential loss of the Climate Commitment Act (CCA), Move Ahead*

Washington (MAW), may reduce or terminate GHT's ability to continue the Fare Free Program.

Vanpool Services Operation

Fares for 2023 recouped 75% of the cost for vanpools. We are currently on track for a 69% recoupment in 2024.

June 2023: 11 vanpools

June 2024: 10 vanpools

A decrease of 9%.

Equipment

GHTA continues to provide health-related equipment for the safety of its employees and passengers. Although the 2020-2021 Pandemic has passed, GHT equips all its coaches and buses with hand sanitizers and provides new cleaning supplies, equipment, and PPE to all its employees.

In the past, GHTA has not focused on purchasing or upgrading equipment, but beginning in 2024, GHTA will start to plan for new or upgraded equipment using local, state, and federal funding as applicable. Equipment includes heavy-duty shop trucks, shoplifts, and shop hoists.

Fleet

GHTA has set the goal for an 80% State of Good Repair (SGR), which includes our vanpool fleet. We have purchased vanpool vans for several years and plan to continue that into the 2025-2027 biennium, bringing us to 100% SGR. By replacing 9 buses, GHTA will be in the 90th percentile of SGR. In the 2025-2027 biennium, they will purchase 1 heavy-duty bus, bringing them to 100% SGR. Similarly, with the receipt of 2 cutaways in 2024/2025 and 4 cutaways in the 2025-2027 biennium, their fleet will be at 100% SGR. The FTA has approved the 4-cutaway purchase, but at the time of this writing, they are waiting for the federal/state agreement to be completed.

In 2023, GHTA received 3 heavy-duty buses and 1 cutaway.

In 2024, GHTA received 8 vanpool vans.

2024-2025, GHTA will receive 9 heavy-duty buses and 2 cutaways.

In 2025-2027, GHTA will purchase 1 heavy-duty bus, 4 cutaways (3 replacements and 1 expansion), and 5 vanpool vans

From 2027 to 2029, GHTA will purchase 10 cutaways and 3 heavy-duty buses, the first set of zero-emission vehicles.

Facilities

The Hoquiam Facility, 705 30th Street, Hoquiam, WA, is the historic home of the Grays Harbor Transit system. It includes a 2.5-acre parcel of industrial land, a 4-bay maintenance shop, offices, training, conference rooms, a fuel bay, a bus wash bay, a fuel island, and parking for 56 staff vehicles and 69 transit vehicles.

The transit system has outgrown the Hoquiam facility, forcing the departments to splinter into different rental locations until they can establish a new Headquarters. Headquarters will house all the departments, staff, and equipment.

In May 2020, the administrative offices moved to 343 W. Wishkah Street, Aberdeen, WA. In 2024, the Facility Maintenance Department moved from the Hoquiam Facility to 1506 W. Wishkah Street, Aberdeen, WA. Fleet Maintenance, Operations, and Safety departments operate from the original Hoquiam Facility.

In 2015, GHTA purchased the property next door to the Hoquiam Facility. That property is referred to as the "Bowling Alley" property because it was the site of a bowling alley. GHTA's A&E firm and contractors abated the asbestos and demolished the building in 2019. Employees park on the western half of the lot. The eastern half of the lot is unusable due to the concrete foundation and other unknown construction materials. GHT is using local funds to improve this property in 2024-2026.

From 2017 to 2018, GHTA renovated the bus shed, also known as the bus barn. This project included replacing and reinforcing supports, a new roof, and painting.

In 2017, GHTA purchased an empty parcel on the northwestern corner, 300 E Market St., of the Aberdeen Transit Center. In 2020, GHTA purchased a derelict building and land on the southwestern corner, 303 E Wishkah St., of the Aberdeen Transit Center. GHTA's A&E firm and contractors abated the old building before demolishing it in 2022-2023. GHTA plans to renovate the Aberdeen Transit Center in 2025-2029, marrying these two lots to the existing transit center. The transit center's footprint will be the entire block. The plans include rerouting the bus path, burying the overhead lines, and improving the existing buildings.

GHTA owns and operates five major transfer facilities in Hoquiam, Montesano, Ocean Shores, and Elma, including the Aberdeen Transit Center. The City of McCleary owns the transit center in McCleary. GHT also owns a park-and-ride lot in Westport.

In 2022, GHT replaced its 40-year-old fuel island and pumps and repainted its three main transit centers.

In 2024, GHT completed an upgrade to the bus wash bay and an interior remodel at the Hoquiam facility.

Intermodal Connections

Grays Harbor Transit provides services to the following public transportation facilities:

- Pacific Transit connection is at Aberdeen Transit Center
- Jefferson Transit connection is at Amanda Park
- Intercity Transit at Olympia Transit Center
- Mason Transit in McCleary and Intercity Transit Center
- Greyhound connection at Intercity Transit Center
- Lewis County Transit connection at the Amtrack Station in Centralia



Figure 1 Current Grays Harbor Transit Fixed Route Network



State and Agency Goals, Objectives, and Strategies

During 2024-2029, Grays Harbor Transit will focus on the five key priorities in Table 2 below. The table shows how Grays Harbor Transit's local priorities align with state goals established in the Washington State Transportation Plan, [2040 and Beyond](#) and [Phase II 2017-2040](#).

Table 2 2024-2029 Goals, Objectives, and Strategies, and Alignment with State Goals

Goals, Objectives, and Strategies	State goal areas ¹					
	Economic	Preservation	Safety	Mobility	Environment	Stewardship
Goal 1: Improve convenience, reliability, and customer service of transit services						
Objective 1.1: Improve transit service reliability.	X			X		X
<i>Strategy 1.1.1: Use of digital signage at transit centers for schedule info and rider alerts</i>						
Objective 1.2: Provide amenities to make riding transit more comfortable and convenient to customers.			X	X		X
<i>Strategy 1.2.1 Install USB charging stations at transit centers</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 (Master Plan)</i>			X	X		
<i>Strategy 1.3.2: Complete a prioritized list of non-motorized access deficiencies at bus stations and transit hubs by 2025 (Master Plan).</i>						
Goal 2: Improve operational safety and security						
Objective 2.1: Make transit vehicles and facilities a secure environment for customers.			X			
<i>Strategy 2.1.1: Install and maintain surveillance cameras at all transit facilities and in transit vehicles.</i>						
Goal 3: Enhance the integration of transit services to support the economy and preserve the environment						
Objective 3.1: Reduce fossil fuel consumption by considering alternative fuel vehicle technology.						
<i>Strategy 3.1.1: Procure low-emission fuel-efficient vehicles (Zero Emissions Plan).</i>						
<i>Strategy 3.1.2: Procure alternative fuel transit vehicles and associated infrastructure to replace diesel buses as capabilities are developed (Zero Emissions Plan).</i>					X	
Goal 4: Maximize and expand transit services						
Objective 4.1: Upgrade and maintain existing transit rolling stock, equipment, infrastructure, and facilities in a state of good repair.		X	X			X
<i>Strategy 4.1.1: Increase capital expenditures to meet state-of-good repair targets.</i>						
<i>Strategy 4.1.2: Upgrade inground hoists in the shop</i>						
<i>Strategy 4.1.3: Raise the roof on the west end of the bus barn to increase the height of the storage space</i>						
<i>Strategy 4.1.4: Replace the Waste Oil Tank with a new larger tank with an automatic monitoring system.</i>						
<i>Strategy 4.1.5: Electrical needs study.</i>						
<i>Strategy 4.1.4: Replace the Waste Oil Tank with a new larger tank with an automatic monitoring system.</i>						

Table 2 2024-2029 Goals, Objectives, and Strategies, and Alignment with State Goals

Goals, Objectives, and Strategies	State goal areas ¹					
	Economic vitality	Preservation	Safety	Mobility	Environment	Stewardship
<i>Strategy 4.1.5: Electrical needs study.</i> <i>Strategy 4.1.6: Backup Generator for Hoquiam Facility.</i> <i>Strategy 4.1.7: Failover internet cradle point at Administration Office.</i> <i>Strategy 4.1.8: Addition of computers or tablets at each employee entry site for a web-based time clock.</i> <i>Strategy 4.1.9: Add secure restroom facilities at transit centers without them.</i> <i>Strategy 4.1.10: Add 2 Heavy Duty Shop trucks, one for Fleet and one for Facilities</i> <i>Strategy 4.1.11: HQ Planning Phase II (ROW and Acquisition)</i> <i>Strategy 4.1.12: HQ Land</i> <i>Strategy 4.1.13: HQ Construction</i> <i>Strategy 4.1.14: Hoquiam Pavement and Drainage</i> <i>Strategy 4.1.15: Hoquiam “Bowling Alley” Improvements</i>						
Objective 4.2: Match transit service coverage with passenger demand.	X					
<i>Strategy 4.2.1: Aberdeen Transit Center future renovation.</i> <i>Strategy 4.2.2: Implementation of Commuter Route(s) Expansion</i>				X		
Objective 4.3: Improve service for key priority populations.						
<i>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 (Master Plan).</i> <i>Strategy 4.3.2: Increase coverage in areas with high concentrations of crucial priority populations (Master Plan).</i>				X		
Goal 5: Meet the requirements of the Americans with Disabilities Act (ADA).						
Objective 5.1: identify ways to avoid paratransit cost increases while meeting ADA requirements.						
<i>Strategy 5.1.1: Develop and implement a travel training program to teach passengers with disabilities how to use fixed route service.</i>				X		X
Objective 5.2: Improve ADA accessibility						
<i>Strategy 5.2.1: Improved signage and Braille at Transit Centers and Bus Stops.</i> <i>Strategy 5.2.2: Assistive Technology like Navilens for the visually impaired.</i>				X		X
Goal 6: Short, Medium, and Long-Range Plans						
Objective 6.1: Development of Short, Medium, and Long-Range Plans						
<i>Strategy 6.1.1: Master Plan, ridership concentration, route changes, facility and vehicle needs and priorities.</i> <i>Strategy 6.1.2: Zero Emissions Plan</i> <i>Strategy 6.1.2: HQ ROW and Acquisition Plan</i>				X		X

¹ 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

Local Performance Measures and Targets

Grays Harbor Transit uses the following performance measures to evaluate progress toward the strategic goals and objectives noted above:

Table 3 2024-2029 Performance Measurements and Targets

Performance measure	Target
On-time performance of transit vehicles	- Fixed route, p.m. (3-6 p.m.) peak trips: 90% on time. - Fixed route, a.m. peak or non-peak trips: 95% on time. - Paratransit: 90% of all trips arrive within a 30-minute pick-up window.
Amenities	In 2025, replace 25% of the bus shelters, and continue for four years until all bus shelters are replaced.
Collisions	Collisions per 100,000 revenue miles less than or equal to 3.7.
Alternative fuels	2025-2027 5 Vanpool replacements will be electric 2027-2029 3 Heavy-duty buses will be hydrogen
Transit Productivity	- Local route: 20 passengers/revenue hour - Rural route: 4 passengers/revenue hour - Paratransit: 2 passengers/revenue hour
Vehicle State of Good Repair	Maintain 80% of the rolling stock within a state of good repair.
Equipment State of Good Repair	Maintain 80% of non-revenue equipment vehicles and other equipment worth over \$50,000 within a state of good repair.
Facility State of Good Repair	Maintain a minimum overall state of good repair of 85%.
Span of Service	Future E County and Olympia commuter route expansion after completing the Aberdeen Transit Center renovation.
Coverage	The following % of demographics in service areas within 0.5 miles of a transit stop: 90% of low-income households 80% youth 85% of aging adults (ages 65+) 85% of persons with disability

Plan Consistency

Grays Harbor Transit is a Southwest Washington Regional Transportation Planning Organization member. In this capacity, it participates in policy and programming decisions for transportation projects and services. Grays Harbor Transit coordinates with other member agencies to prepare and regularly update the Metropolitan/Regional Transportation Improvement Plan. This coordination promotes integration between land use, public transit, and other transportation modes.

In addition, Grays Harbor Transit's programs, services, and 5-key priorities outlined in Table 3 are consistent with the following goals:

- Coordinate with other agencies and jurisdictions to create a safe, accessible, and integrated public transportation system.
- Transit Support- Encourage citizens and businesses to use transit as an alternative to the single-occupant vehicle.
- Support adequate funds for transportation systems to serve those who, due to age and/or disability, cannot transport themselves.
- 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 Operating Changes

Table 5 outlines Grays Harbor Transit's planned operating changes for 2024-2029.

Table 5: 2024-2029 Summary of Planned Operating Changes

Year	Type	Reduction	Expansion/Improvement
2024	Implement a weekday DASH Bus Route in Hoquiam. Implement weekend DAR/SVS in Ocean Shores and Westport in Spring 2024. Add weekend Wave bus route in Aberdeen.		X
2025	No Change		
2026	Implement weekend DASH bus route in Hoquiam		X
2027	No Change		
2028	No Change		
2029	Depending on planning, purchase, and construction, implement an express route between Aberdeen and Olympia.		X



Planned Capital Expenses

Table 4 below outlines Grays Harbor Transit's planned capital expenses for 2024-2029.

Table 4 2024-2029 Summary of Planned Capital Expenses

Year Received or Expensed	Type	Preservation Replacement (Quantity)	Expansion Improvement (Quantity)
Rolling Stock			
2024	Fixed Route Buses*	9	
2024	Cutaway Buses*	4	1
2024	Rideshare	8	
2025	Fixed Route Buses*	1	
2025	Cutaway Buses*		
2025	Rideshare	5	
2026	Fixed Route Buses*		
2026	Cutaway Buses*		
2026	Rideshare		
2027	Fixed Route Buses*	3	
2027	Cutaway Buses*	10	
2027	Rideshare		
2028	Fixed Route Buses*		
2028	Cutaway Buses*		
2028	Rideshare		
2029	Fixed Route Buses*	5	5
2029	Cutaway Buses*		
2029	Rideshare	4	
Equipment			
2024	Radio System Base	1	
2025	UPS Generator BU	1	1?
2025	Station Board Tower		1
2025	Vehicle Safety Technology	1	
2025	Shop Truck		1
2026			
2027	Shop Truck		1
2028			
2029			
Facilities			
2024	Replace Bus Shelters and Benches	15	
2024	Bus Wash Bay	1	
2024	Maintenance and Ops Facility Interior Upgrade	1	
2025	Replace Bus Shelters and Benches	15	
2025	Aberdeen Transit Center Renovation	1	
2025	Hoquiam Pavement and Drainage Exterior Upgrade	1	
2025	Bowling Alley Planning	1	
2025	Phase II Planning HQ	1	
2026	Replace Bus Shelters and Benches	15	
2026	Bowling Alley Construction	1	
2026	Phase I Construction HQ	1	
2027	Phase I Construction HQ Continued	1	
2028	Phase II Construction HQ	1	
2029	Phase II Construction HQ Continued	1	
2029	Park and Ride Planning		

Projects identified with an asterisk (*) in Table 4 above are either federally funded or regionally significant.

Grays Harbor Transit will coordinate with Southwest Regional Transportation Planning Organization to incorporate these into the Transportation Improvement Program.

Multiyear Financial Plan

Capital Improvement Program

Grays Harbor Transit's capital improvement program includes the capital expenses identified in Table 4.

Grays Harbor Transit funds its capital projects with federal, state, and local funds. Grays Harbor Transit assumes the local match for federal and state grants to be 20% for vehicles and facilities. They commit to their local share of grant-funded capital purchases and projects by reserving the appropriate funds to be paid at the time of expenditure.

Table 6 illustrates the approved and forecasted federal and state grant funding sources.

Table 6 2024-2029 Capital Improvement Program

2024 - 2029 Capital Improvement Program

Capital Expenditure	2024	2025	2026	2027	2028	2029
Fleet - Fixed Route Heavy Duty Buses	\$5,468,500	\$569,584	\$569,584	\$2,603,844	\$2,603,844	\$10,231,460
Fleet - Vanpool Vans	\$608,000	\$295,046	\$295,046			
Fleet - Cutaway Buses	\$351,500	\$391,250	\$391,250	\$1,162,860	\$1,162,860	
Fleet - Safety Upgrades	\$64,000	\$0				
Technology	\$28,000	\$20,000	\$0			
Equipment - M & O	\$147,703	\$541,000	\$41,000		\$1,100,000	
Equipment - Vehicles	\$100,000	\$376,250	\$376,250			
Facility - Bus Stops & Shelters	\$200,000	\$206,000	\$212,180	\$218,545	\$225,101	\$231,854
Facility - M & O Improvement	\$1,601,000	\$4,619,793	\$1,350,000	\$23,100,000	\$20,000,000	\$20,000,000
Facility - Transit Center	\$25,000	\$2,450,000	\$2,250,000	\$2,500,000	\$2,500,000	\$250,000
System Preservation and Maintenance	\$0	-	-	-		
Land Purchase & Development		\$0				
Total Capital Expenditures	\$8,593,703	\$9,468,923	\$5,485,310	\$29,585,249	\$27,591,805	\$30,713,314
Capital Revenue	2024	2025	2026	2027	2028	2029
Federal Grants	\$4,656,000	\$1,342,467	\$1,822,467	\$19,933,363	\$19,933,363	\$24,225,168
State Grants	\$746,477	\$2,486,036	\$2,236,036	\$1,800,000	\$1,800,000	
Local Funds	\$3,191,226	\$5,640,420	\$1,426,807	\$7,851,886	\$5,858,442	\$6,488,146
Other						

Operating Financial Plan

Grays Harbor Transit is a locally funded agency.

Retail sales tax collected in the agency's county transportation area is the agency's primary revenue source. Other funding sources include vanpool fares, state and local grant funding, and other miscellaneous revenues.

Table 7 below details Grays Harbor Transit's operating financial plan. The plan includes operating changes identified in Table 7, with a 3% growth in baseline costs.

Operation revenue assumptions include:

- A change in the retail tax rate is not anticipated within the period.
- The sales tax growth rate forecast is 3% in all years, based on recent trend data.
- Minimal growth in formula federal and state operating grants.

Table 7 Operating and Maintenance Financial Plan

OPERATING REVENUE	2024	2025	2026	2027	2028	2029
Sales Tax	\$13,000,000	\$13,520,000	\$14,060,800	\$14,623,232	\$15,208,161	\$15,816,488
Farebox	\$0	\$0	\$0	\$0	\$0	\$0
Vanpool	\$87,000	\$88,740	\$90,515	\$92,325	\$94,172	\$96,055
Sales Tax Equalization	\$954,410	\$954,410	\$954,410	\$954,410	\$954,410	\$954,410
State Operating/CCA	\$3,279,839	\$0	\$1,439,920	\$1,439,920	\$1,439,920	\$1,439,920
Federal Operating Grants	\$375,000	\$777,208	\$777,208	\$777,208	\$777,208	\$777,208
Other	\$1,244,500	\$1,250,000	\$1,175,000	\$1,100,000	\$885,000	\$795,000
Transfers	(\$1,500,000)	(\$1,500,000)	(\$1,500,000)	(\$1,500,000)	(\$1,500,000)	(\$1,500,000)
Total Operating Revenues	\$17,440,749	\$15,090,358	\$16,997,852	\$17,487,095	\$17,858,870	\$18,379,080
Annual % Change		-13%	13%	3%	2%	3%
Operating and Maintenance Expenses	2024	2025	2026	2027	2028	2029
Fixed Route Preservation and Maintenance	\$12,912,554	\$13,299,931	\$13,698,929	\$14,109,896	\$14,533,193	\$14,969,189
Fixed Route Expand						
Demand Response Preservation and Maintenance	\$3,228,138	\$3,324,982	\$3,424,732	\$3,527,474	\$3,633,298	\$3,742,297
Demand Response Expand						
Vanpool Preservation and Maintenance	\$187,875	\$193,511	\$199,317	\$205,296	\$211,455	\$217,799
Vanpool Expand						
Total Operating Expenses	\$16,328,567	\$16,818,424	\$17,322,977	\$17,842,666	\$18,377,946	\$18,929,284

Cash Flow Analysis

Tables 8 through Table 13 represent Grays Harbor Transit's cash flow analyses for 2024-2029.

Table 8 – 2024 Cash Flow Analysis

2024 Cash Flow Analysis

	General Fund	Working Capital	Capital Fund	Total
Beginning Balance	\$3,860,953	\$4,911,293	\$21,595,050	\$30,367,296
Sales Tax	\$13,000,000			\$13,000,000
Farebox	\$0			\$0
Vanpool	\$87,000			\$87,000
Sales Tax Equalization	\$954,410			\$954,410
State Operating	\$3,279,839			\$3,279,839
Federal Operating Grants	\$375,000			\$375,000
Other	\$1,244,500			\$1,244,500
Transfers	(\$1,500,000)		\$0	(\$1,500,000)
Total Available	\$21,301,702	\$4,911,293	\$21,595,050	\$47,808,045
OPERATING EXPENSE (excludes depreciation)				
Vanpool Preservation and Maintenance	\$187,875			\$187,875
Vanpool Expansion				\$0
Fixed Route Preservation and Maintenance	\$12,912,554			\$12,912,554
Fixed Route Expansion				\$0
Demand Response Preservation and Maintenance	\$3,228,138			\$3,228,138
Demand Response Expansion				\$0
Total Expenses	\$16,328,567	\$0	\$0	\$16,328,567
Net Cash Available	\$4,973,135	\$4,911,293	\$21,595,050	\$31,479,478
CAPITAL REVENUE				
Federal Grants	\$0		4,656,000	\$4,656,000
State Grants			746,477	\$746,477
Other	-		1,500,000	\$1,500,000
Total Capital Revenue	\$0	\$0	\$6,902,477	\$6,902,477
Capital Obligations				
System Preservation and Maintenance				
Fleet - Fixed Route			5,468,500	\$5,468,500
Fleet - Vanpool Vans			608,000	\$608,000
Fleet - Cutaway Buses			351,500	\$351,500
Fleet - Safety Upgrades			64,000	\$64,000
Technology			28,000	\$28,000
Equipment - M & O			147,703	\$147,703
Facility - Transit Center				\$0
Facility - Bus Stops & Shelters			200,000	\$200,000
Facility - M & O Improvement			1,601,000	\$1,601,000
Facility - Transit Center			25,000	\$25,000
System Expansion				\$0
Land Purchase & Development			0	\$0
Total Capital Obligation	-	-	8,593,703	8,593,703
Ending Cash Bal. 12/31	\$4,973,135	\$4,911,293	\$19,903,824	\$29,788,252

Table 9 – 2025 Cash Flow Analysis**2025 Cash Flow Analysis**

	General Fund	Working Capital	Capital Fund	Total
Beginning Balance	\$4,973,135	\$4,911,293	\$19,903,824	\$29,788,252
Sales Tax	\$13,520,000			\$13,520,000
Farebox	\$0			\$0
Vanpool	\$88,740			\$88,740
Sales Tax Equalization	\$954,410			\$954,410
State Operating	\$0			\$0
Federal Operating Grants	\$777,208			\$777,208
Other	\$1,250,000			\$1,250,000
Transfers	(\$1,500,000)			(\$1,500,000)
Total Available	\$20,063,493	\$4,911,293	\$19,903,824	\$44,878,610
OPERATING EXPENSE (excludes depreciation)				
Vanpool Preservation and Maintenance	\$193,511			\$193,511
Vanpool Expansion	0			\$0
Fixed Route Preservation and Maintenance	\$13,299,931			\$13,299,931
Fixed Route Expansion	-			\$0
Demand Response Preservation and Maintenance	\$3,324,982			\$3,324,982
Demand Response Expansion	-			\$0
Total Expenses	\$16,818,424	\$0	\$0	\$16,818,424
Net Cash Available	\$3,245,069	\$4,911,293	\$19,903,824	\$28,060,186
CAPITAL REVENUE				
Federal Grants			1,342,467	\$1,342,467
State Grants	\$0		2,486,036	\$2,486,036
Other			\$1,500,000	\$1,500,000
Total Capital Revenue	\$0	\$0	\$5,328,503	\$5,328,503
Capital Obligations				
System Preservation and Maintenance				-
Fleet - Fixed Route			569,584	569,584
Fleet - Vanpool Vans			295,046	295,046
Fleet - Cutaway Buses			391,250	391,250
Fleet - Safety Upgrades			-	-
Technology		-	20,000	20,000
Equipment - M & O			541,000	541,000
Equipment - Vehicles			376,250	376,250
Facility - Bus Stops & Shelters			206,000	206,000
Facility - M & O Improvement			4,619,793	4,619,793
Facility - Transit Center			2,450,000	2,450,000
System Expansion				-
Land Purchase & Development			-	-
Total Capital Obligation	-	-	9,468,923	9,468,923
Ending Cash Bal. 12/31	\$3,245,069	\$4,911,293	\$15,763,404	\$23,919,766

Table 10 – 2026 Cash Flow Analysis**2026 Cash Flow Analysis**

	General Fund	Working Capital	Capital Fund	Total
Beginning Balance	\$3,245,069	\$4,911,293	\$15,763,404	\$23,919,766
Sales Tax	\$14,060,800			\$14,060,800
Farebox	\$0			\$0
Vanpool	\$90,515			\$90,515
Sales Tax Equalization	\$954,410			\$954,410
State Operating	\$1,439,920			\$1,439,920
Federal Operating Grants	\$777,208			\$777,208
Other	\$1,175,000			\$1,175,000
Transfers	(\$1,500,000)	-	\$0	(\$1,500,000)
Total Available	\$20,242,921	\$4,911,293	\$15,763,404	\$40,917,618
OPERATING EXPENSE (excludes depreciation)				
Vanpool Preservation and	\$199,317			\$199,317
Vanpool Expansion	0			\$0
Fixed Route Preservation and Maintenance	\$13,698,929			\$13,698,929
Fixed Route Expansion	0			\$0
Demand Response Preservation and Maintenance	\$3,424,732			\$3,424,732
Demand Response Expansion	0			\$0
Total Expenses	\$17,322,977	\$0	\$0	\$17,322,977
Net Cash Available	\$2,919,945	\$4,911,293	\$15,763,404	\$23,594,642
CAPITAL REVENUE				
Federal Grants		-	1,822,467	\$1,822,467
State Grants		-	2,236,036	\$2,236,036
Other			\$1,500,000	\$1,500,000
Total Capital Revenue	\$0	\$0	\$5,558,503	\$5,558,503
Capital Obligations				
System Preservation and Maintenance		-		-
Fleet - Fixed Route			569,584	569,584
Fleet - Cutaway Buses			391,250	391,250
Fleet - Vanpool Vans			295,046	295,046
Fleet - Safety Upgrades			-	-
Technology			-	-
Equipment - M & O			41,000	41,000
Equipment - Vehicles			376,250	376,250
Facility - Bus Stops & Shelters			212,180	212,180
Facility - M & O			1,350,000	1,350,000
Facility - Transit Center			\$2,250,000	2,250,000
System Expansion				
Land purchase - express service			0	-
Total Capital Obligation	-	-	5,485,310	5,485,310
Ending Cash Bal. 12/31	\$2,919,945	\$4,911,293	\$15,836,597	\$23,667,835

Table 11 – 2027 Cash Flow Analysis**2027 Cash Flow Analysis**

	General Fund	Working Capital	Capital Fund	Total
Beginning Balance	\$2,919,945	\$4,911,293	\$15,836,597	\$23,667,835
Sales Tax	\$14,623,232			\$14,623,232
Farebox	\$0			\$0
Vanpool	\$92,325			\$92,325
Sales Tax Equalization	\$954,410			\$954,410
State Operating	\$1,439,920			\$1,439,920
Federal Operating Grants	\$777,208			\$777,208
Other	\$1,100,000			\$1,100,000
Transfers	(\$1,500,000)	-	\$0	(\$1,500,000)
Total Available	\$20,407,039	\$4,911,293	\$15,836,597	\$41,154,929
OPERATING EXPENSE (excludes depreciation)				
Vanpool Preservation and Maintenance	\$205,296			\$205,296
Vanpool Expansion	0			\$0
Fixed Route Preservation and Maintenance	\$14,109,896			\$14,109,896
Fixed Route Expansion	0			\$0
Demand Response Preservation and Maintenance	\$3,527,474			\$3,527,474
Demand Response Expansion	0			\$0
Total Expenses	\$17,842,666	\$0	\$0	\$17,842,666
Net Cash Available	\$2,564,373	\$4,911,293	\$15,836,597	\$23,312,263
CAPITAL REVENUE				
Federal Grants			19,933,363	\$19,933,363
State Grants	\$0		1,800,000	\$1,800,000
Other			\$1,500,000	\$1,500,000
Total Capital Revenue	\$0	\$0	\$23,233,363	\$23,233,363
Capital Obligations				
System Preservation and Maintenance				
Fleet- Fixed Route			2,603,844	2,603,844
Fleet - Vanpool Vans			-	-
Fleet - Cutaway Buses			\$1,162,860	1,162,860
Flee - Safety Upgrades			0	-
Technology			0	-
Equipment - M & O			\$0	-
Equipment - Vehicles			\$0	-
Facility - Bus Stops & Shelters			\$218,545	218,545
Facility - M & O			\$23,100,000	23,100,000
Facility - Transit Center			\$2,500,000	2,500,000
System Expansion				-
Land purchase			0	-
Total Capital Obligation	-	-	29,585,249	29,585,249
Ending Cash Bal. 12/31	\$2,564,373	\$4,911,293	\$9,484,711	\$16,960,377

Table 12 – 2028 Cash Flow Analysis**2028 Cash Flow Analysis**

	General Fund	Working Capital	Capital Fund	Total
Beginning Balance	\$2,564,373	\$4,911,293	\$9,484,711	\$16,960,377
Sales Tax	\$15,208,161			\$15,208,161
Farebox	\$0			\$0
Vanpool	\$94,172			\$94,172
Sales Tax Equalization	\$954,410			\$954,410
State Operating	\$1,439,920			\$1,439,920
Federal Operating Grants	\$777,208			\$777,208
Other	\$885,000			\$885,000
Transfers	(\$1,500,000)		\$0	(\$1,500,000)
Total Available	\$20,423,244	\$4,911,293	\$9,484,711	\$34,819,248
OPERATING EXPENSE (excludes depreciation)				
Vanpool Preservation and Maintenance	\$211,455			\$211,455
Vanpool Expansion	0			\$0
Fixed Route Preservation and Maintenance	\$14,533,193			\$14,533,193
Fixed Route Expansion	0			\$0
Demand Response Preservation and Maintenance	\$3,633,298			\$3,633,298
Demand Response Expansion	\$0			\$0
Total Expenses	\$18,377,946	\$0	\$0	\$18,377,946
Net Cash Available	\$2,045,297	\$4,911,293	\$9,484,711	\$16,441,301
CAPITAL REVENUE				
Federal Grants			19,933,363	\$19,933,363
State Grants			1,800,000	\$1,800,000
Other			\$1,500,000	\$1,500,000
Total Capital Revenue	\$0	\$0	\$23,233,363	\$23,233,363
Capital Obligations				
System Preservation and Maintenance				-
Fleet- Fixed Route			2,603,844	2,603,844
Fleet - Vanpool Vans			-	-
Fleet - Cutaway Buses			1,162,860	1,162,860
Flee - Safety Upgrades			-	-
Technology			-	-
Equipment - M & O			1,100,000	1,100,000
Equipment - Vehicles			-	-
Facility - Bus Stops & Shelters			225,101	225,101
Facility - M & O			20,000,000	20,000,000
Facility - Transit Center			2,500,000	2,500,000
System Expansion				-
Land purchase - express service			-	-
Total Capital Obligation	-	-	27,591,805	27,591,805
Ending Cash Bal. 12/31	\$2,045,297	\$4,911,293	\$5,126,269	\$12,082,859

Table 13 – 2029 Cash Flow Analysis**2029 Cash Flow Analysis**

	General Fund	Working Capital	Capital Fund	Total
Beginning Balance	\$2,045,297	\$4,911,293	\$5,126,269	\$12,082,859
Sales Tax	\$15,816,488			\$15,816,488
Farebox	\$0			\$0
Vanpool	\$96,055			\$96,055
Sales Tax Equalization	\$954,410			\$954,410
State Operating	\$1,439,920			\$1,439,920
Federal Operating Grants	\$777,208			\$777,208
Other	\$795,000			\$795,000
Transfers	(\$1,500,000)	-	\$0	(\$1,500,000)
Total Available	\$20,424,378	\$4,911,293	\$5,126,269	\$30,461,940
OPERATING EXPENSE (excludes depreciation)				
Vanpool Preservation and Maintenance	\$217,799			\$217,799
Vanpool Expansion				\$0
Fixed Route Preservation and Maintenance	\$14,969,189			\$14,969,189
Fixed Route Expansion				\$0
Demand Response Preservation and Maintenance	\$3,742,297			\$3,742,297
Demand Response Preservation and Maintenance				\$0
Total Expenses	\$18,929,284	\$0	\$0	\$18,929,284
Net Cash Available	\$1,495,093	\$4,911,293	\$5,126,269	\$11,532,655
CAPITAL REVENUE				
Federal Grants			24,225,168	\$24,225,168
State Grants	\$0		\$0	\$0
Other			\$1,500,000	\$1,500,000
Total Capital Revenue	\$0	\$0	\$25,725,168	\$25,725,168
Capital Obligations				
System Preservation and Maintenance				-
Fleet - Fixed Route			10,231,460	10,231,460
Fleet - Vanpool			-	-
Fleet - Cutaway Buses			-	-
Fleet - Safety Upgrades			-	-
Technology			-	-
Equipment M & O			-	-
Equipment - Vehicles			-	-
Facility - Bus Stops & Shelters			231,854	231,854
Facility - M & O			20,000,000	20,000,000
Facility - Transit Center			250,000	250,000
System Expansion				-
Land Purchase & Development			-	-
Total Capital Obligation	-	-	30,713,314	30,713,314
Ending Cash Bal. 12/31	\$1,495,093	\$4,911,293	\$138,123	\$6,544,509

Addendum – 2117, CCA Repeal, Impact Statement

The world is in a climate crisis, and addressing it is one of the most urgent missions globally. The state of Washington has taken the climate crisis seriously by adopting the Climate Control Act (CCA) in 2021. The CCA charges emission allowances to businesses that produce greenhouse gases and reinvests that funding into state programs that restore or protect estuaries, marine shorelines, floodplains, forestlands, and air quality. The state's goal is to reduce greenhouse gas emissions by 95% by 2050.

In the 2023-2025 biennium, Washington State dedicated over \$600 million of the CCA funding to public transit, supporting a variety of projects such as transit support grants, pedestrian and bike safety initiatives, electrification, and zero-emission vehicle purchases. Initiative 2117, which proposes repealing the CCA, has made it to the ballot for 2024. The information below outlines the potential impact of Initiative 2117, if passed, on the Grays Harbor Transportation Authority.

Grays Harbor Transportation Authority has been a direct beneficiary of CCA funding. Through the CCA, they received a one-time direct appropriation of \$500,000 to conduct planning activities for a new headquarters location outside the floodplain and tsunami zone. They have also received nearly \$3 million in Transit Formula Funds and State Transit Support, which they would expect to receive each biennium for the 16-year period initially approved for the CCA. Transit Support funding is used to cover operational expenses.

Part of the CCA funds covered the fare for children 18 and under, allowing Grays Harbor Transportation Authority to extend fare-free service to all passengers. This fare-free service helped them recover ridership to pre-pandemic levels and support the most at-risk population within their community.

Repealing these funds would reduce the Grays Harbor Transportation Authority's revenue budget by approximately \$1.5 million annually. The loss would cause the Authority to dip into the capital fund year-over-year to pay for operating expenses. This limits the Authority's ability to finance capital projects, such as purchasing new vehicles, repairing existing facilities, and reserving funds for the new headquarters.

Table 14 below compares the cash flow ending fund balance at the end of 2029 with and without the CCA funding. The Authority will lose over \$6 million in funding opportunities in the six-year cycle between 2024 and 2029.

Table 14 Comparison of Cash Flow Ending Fund Balance with CCA vs. without CCA

General Fund w/CCA	2024	2025	2026	2027	2028	2029
Beginning Cash Balance	\$ 30,367,296.00	\$ 29,788,252.00	\$ 23,919,765.99	\$ 23,667,834.56	\$ 16,960,377.12	\$ 12,082,859.49
Ending Cash Balance	\$ 29,788,252.00	\$ 23,919,765.99	\$ 23,667,834.56	\$ 16,960,377.12	\$ 12,082,859.49	\$ 6,544,509.36
General Fund w/o CCA	2024	2025	2026	2027	2028	2029
Beginning Cash Balance	\$ 30,367,296.00	\$ 29,788,252.00	\$ 23,919,765.99	\$ 22,037,915.06	\$ 13,775,538.12	\$ 7,358,100.99
Ending Cash Balance	\$ 29,788,252.00	\$ 23,919,765.99	\$ 22,037,915.06	\$ 13,775,538.12	\$ 7,358,100.99	\$ 259,831.36
						\$ 6,284,678.00

Nationally, most transit systems, especially those in rural areas, struggle with tight budgets where every penny counts. They leverage funding sources to complete their budget, offering staff comparable wages and riders a reliable service. The loss of the CCA funds will strain the Grays Harbor Transportation Authority's budget. Depending on their ability to capture other funds, they may be forced to mitigate the funding loss by reinstituting and raising fares, reducing service, or going through layoffs.