Agenda

Cowlitz Transit Authority

Dennis Weber (Chair), Chet Makinster (Vice Chair), Larry Alexander, Don Jensen, Jeffrey McAllister, Anthony Harris (Nonvoting), Jim Hill (Alternate), Arne Mortensen (Alternate), Mike Wallin (Alternate)

Wednesday, August 14, 2019	**4:00 PM**	**Longview Council Chambers** **1525 Broadway St, Longview**

The City Hall is accessible for persons with disabilities. Special equipment to assist the hearing impaired is also available. Please contact the City Executive Offices at 360.442.5004 48 hours in advance if you require special accommodations to attend the meeting.

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **CONSTITUENT COMMENTS**

4. **APPROVAL OF MINUTES**

   19-000294 June 10, 2019 Minutes

5. **CONSENT CALENDAR**

   19-000295 Invoice - City of Kelso - August $579.90

   19-000296 Invoice - City of Longview - September $315,928.33

   19-000297 Invoice - Columbia Security - August $621.00

   19-000299 Invoice - CWCOG April - June 2019 (Qtr) - Prj 020 - LKRATS $1,848.84

   19-000301 2019 June County Treasurer's Report

   19-000302 2019 June Fund Balance Report

6. **REPORTS**

19-000300 2019 Annual Fixed Route Ridership

19-000303 2019 July Fixed Route Ridership

19-000304 2019 July LIFT Ridership

19-000305 CTA Ridership Graph

19-000306 PTBA Sales Tax Data

7. HOLD PUBLIC HEARING - RIVERCITIES TRANSIT 2019-2024 TRANSIT DEVELOPMENT PLAN AND 2018 ANNUAL REPORT

19-000307 Agenda Summary - RiverCities Transit Six-Year Transit Development Plan 2019-2024
Presented by Tabitha Hayden

19-000308 2018 Annual Report and 2019-2024 Transit Development Plan
Presented by Tabitha Hayden

RECOMMENDED ACTION:
Hold public hearing

Then

Motion to approve the RiverCities Transit 2019-2024 Transit Development Plan and 2018 Annual Report.

8. FACILITIES UPDATE
Presented by Amy Asher

9. MANAGER'S REPORT
Presented by Amy Asher

10. ADJOURNMENT

Minutes

Agenda

Cowlitz Transit Authority

Dennis Weber (Chair), Chet Makinster (Vice Chair), Larry Alexander, Don Jensen, Jeffrey McAllister, Anthony Harris (Nonvoting), Jim Hill (Alternate), Arne Mortensen (Alternate), Mike Wallin (Alternate)

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1. CALL TO ORDER

Vice Chairman Makinster called the meeting to order at 4:00 p.m.

2. ROLL CALL

Present: Councilmember Chet Makinster, Mayor Don Jensen, Member Jeffrey McAllister
Absent: Member Dennis Weber, Member Larry Alexander

Staff Present: Jeff Cameron, Public Works Director; Amy Asher, Transit Manager; Betsy Despain, Paratransit; Elizabeth Halili, Board Clerk

3. CONSTITUENT COMMENTS

None at this time.

4. APPROVAL OF MINUTES

A motion was made by McAllister, seconded by Jensen, to approve the minutes of June 12, 2019. The motion passed unanimously.

19-000246 June 12, 2019 Minutes

5. CONSENT CALENDAR

A motion was made by McAllister, seconded by Jensen, to accept the consent calendar in its entirety. The motion passed unanimously.

19-000247 Invoice - City of Kelso - July 579.90

19-000248 Invoice - City of Longview - August $315,925.33

19-000249 Invoice - Columbia Security - July $621.00

19-000250 2019 May County Treasurer's Report

19-000251 2019 May Fund Balance Report

6. REPORTS

19-000252 2019 Annual Fixed Route Ridership

19-000253 2019 June Fixed Route Ridership

19-000254 2019 June LIFT Ridership

19-000256 CTA Ridership Graph

19-000257 PTBA Sales Tax Data

7. ESTABLISH PUBLIC HEARING FOR 2019-2024 TRANSIT DEVELOPMENT PLAN AND 2018 ANNUAL REPORT

On a motion from Jensen, seconded by McAllister, the Cowlitz Transit Authority approved the establishment of a public hearing for the August 14, 2019 CTA Board meeting to receive citizen input on the 2019-2024 Transit Development Plan and 2018 Annual Report.

19-000259 Establish Public Hearing for 2019-2024 Transit Development Plan and 2018 Annual Report

8. FACILITIES UPDATE

Asher provided a brief update on the downtown Transit Center project and presented current photos of the work site:

- The framing of interior walls and installation of rain drains were completed on the building at the end of June;
- Trusses were placed the first week of July and roof sheeting is currently being installed.

9. MANAGER'S REPORT

Asher gave an update on the activities of the Bus Fare Committee:

- Staff is currently researching options that are in compliance with Federal Transit Administration funding regulations in order to offer shuttles to community events outside of normal operating hours;
- Staff will be drafting a policy to allow staff to issue bus passes for the purposes of Travel Training.

Asher gave an update on the status of the ATU contract negotiations:

- The ATU membership has approved the contract and it will now go to the Longview City Council for approval prior to implementation.

10. ADJOURNMENT

With no further business to discuss, the meeting adjourned at 4:10 p.m.

_____ _____

Elizabeth Halili, Clerk of the Board Dennis Weber, Chairman

CITY OF KELSO

Request for Miscellaneous Billing 26049

Originating Department: Finance Date: 7/20/2019

Requested by: Brian Butterfield

Explanation/Description of Billing:

Monthly rent @ 501 S. 1st Ave., Room 111 (Train Depot)

For: August

Rent : 105 15 362 5000

Bill To: Cowlitz Transit Authority Amount: $ 579.90

Address: 254 Oregon Way

Longview, WA 98632

Budget Account #(s) for Receipt of Payment: 105 15 362 5000

Approved by: _____ *(Department Head)*

For Finance Department Use

G/L Account Assignments: _____ *(Accountant Initials)*

Debit Account# (s)	Credit Account# (s)
105 12 250	105 11 110

Date Entered to A/R: _____ By: _____

Invoice Number: 19161

Budgetary Accounting Posting Batch Number: _____

Note/Comments: _____

INVOICE

Date: 8/14/2019
Invoice # 2019 - 09

City of Longview Transit
PO Box 128
Longview, WA 98632
360-442-5662

BILL TO

Cowlitz Transit Authority
207 North 4th Avenue
Kelso WA 98626

Comments

DESCRIPTION	AMOUNT
Public Transit Services for September 2019	$315,928.33

AMOUNT DUE
$315,928.33

REMITTANCE	
Statement #	2019 09
Date	
Amount Due	
Amount Enclosed	

Please make check payable to City of Longview - Transit

Columbia Security Service & Systems, Inc.

PO Box 775
Longview, WA 98632

Invoice

Date	Invoice #
7/21/2019	32355

Bill To
Cowlitz Transit Authority c/o RiverCities Transit 254 Oregon Way Longview, WA 98632

PH 360-636-4477

FX 360-636-4442

P.O. No.	Terms	Due Date
Bus Transit Terminal	Net 30	8/20/2019

Description	Amount
Patrol services provided for August 2019	621.00
Longview	0.00

Thank you for your business.

Invoice Total $621.00

Cowlitz-Wahkiakum Council of Governments
Administration Annex
207 North Fourth Avenue
Kelso, WA 98626-4195

Telephone: (360) 577-3041 E-Mail: cwcog@cwcog.org
Fax: (855) 710-6381 Web: http://www.cwcog.org/

Invoice

Cowlitz Transit Authority
254 Oregon Way
Longview, WA 98632

Invoice Date: July 23, 2019
Invoice Number: 2019 - 110

Apr-Jun 2019 (Qtr4) - Prj 020 - LKRATS

Item	Amount
Labor - Qtr4	$977.85
Direct Program Support Costs - Qtr4	$333.13
Indirect Program Costs - Qtr4	$537.86
	$1,848.84

Please contact the CWCOG Finance Department with questions regarding this invoice.
All charges include tax unless otherwise noted.
Printed 07/23/2019 at 05:18 PM

69701 TRANSIT AUTHORITY 930100 TRANSIT AUTHORITY

Account Information	BARS Information	Beg Balance	Debits	Credits	Change	End Balance
1111000 CASH		351,454.56	1,198,229.37	- 1,219,292.40	- 21,063.03	330,391.53
1112000 WARRANTS OUTSTANDING		0.00	1,200.90	- 1,200.90	0.00	0.00
1180000 INVESTMENTS		860,000.00	902,163.13	- 862,163.13	40,000.00	900,000.00
2131020 ACCOUNTS PAYABLE - AP MODULE		0.00	317,129.27	- 317,129.27	0.00	0.00
2880000 UNRESERVED FUND BAL		- 1,455,143.26	0.00	0.00	0.00	- 1,455,143.26
3132100 PUBLIC TRANSPORTATION SYSTEM	8900000 DISTRICT ACTIVITIES	- 1,643,616.69	0.00	- 333,225.43	- 333,225.43	- 1,976,842.12
3611100 INT EARNS ON INVEST	8900000 DISTRICT ACTIVITIES	- 9,215.81	0.00	- 2,163.13	- 2,163.13	- 11,378.94
3614000 OTHER INTEREST	8900000 DISTRICT ACTIVITIES	- 2,823.96	0.00	- 677.68	- 677.68	- 3,501.64
3699100 OTHER MISC REVENUE	8900000 DISTRICT ACTIVITIES	- 6,752.00	0.00	0.00	0.00	- 6,752.00
5492000 OTHER	8900000 DISTRICT ACTIVITIES	1,906,097.16	317,129.27	0.00	317,129.27	2,223,226.43
Total		0.00	2,735,851.94	- 2,735,851.94	0.00	0.00

COWLITZ TRANSIT AUTHORITY FUND BALANCES
For Period Ending: June 30, 2019

	Current Period	Y-T-D
COWLITZ TRANSIT AUTHORITY		
Beginning Balance: January 01, 2019		$ 1,455,143.26
CTA Revenue		
Metro Sales Tax	333,225.43	1,976,842.12
Interest Earnings/Investments	2,163.13	11,378.94
Local Sales Interest	677.68	3,501.64
LCC Ridership Agreement	-	6,752.00
Other Miscellaneous Revenue	-	-
Subtotal	$ 336,066.24	$ 1,998,474.70
CTA Expenditures		
City of Longview	315,928.33	1,895,569.98
City of Longview - Audit Services		-
Legal Counsel		-
Transit Center Security Services	621.00	3,726.00
Train Depot Room Lease	579.90	3,479.40
Subsistence - Meals		-
Cowlitz-Wahkiakum Council of Governments	1,848.84	3,906.40
Subtotal	$ 318,978.07	$ 1,906,681.78
CTA Ending Balance		**$ 1,546,936.18**
CITY OF LONGVIEW		
Beginning Balance: January 1, 2019		$ 122,854.97
Longview Revenue		
Farebox/Pass Sales	13,324.53	89,482.90
State Pool - Interest	-	2,500.19
Payments from CTA	315,928.37	2,527,426.68
Federal Grant - 5317		-
Federal Grant - 5310 - Capital		-
Federal Grant - 5310		67,132.00
State Special Needs Grant		111,232.00
WSTIP Risk Management Grant		-
Bus Advertising	2,421.14	12,466.50
Paratransit Office Space Rental	607.68	3,646.08
Cashier Over-Short / NSF		-
Insurance Recoveries	-	300.00
Other Recoveries / Guest Rider		1,349.59
Miscellaneous Adjustments/Settlements		-
Subtotal	$ 332,281.72	$ 2,815,535.94
Longview Expenditures		
Subtotal	$517,723.18	$3,500,577.42
Longview Ending Balance		**$ (562,186.51)**
Combined CTA & Longview Ending Balance		**$ 984,749.67**

RIVERCITIES TRANSIT

RIDERSHIP BY THE YEAR

YEAR	ROUTE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2019	31	6,989	5,734	5,954	6,350	6,176	5,497	5,975						**42,675**
	32	5,787	4,546	4,727	5,044	5,200	4,091	4,460						**33,855**
	33	3,750	3,582	3,747	3,873	3,896	3,610	3,381						**25,839**
	44	2,410	2,108	2,091	2,294	2,386	2,162	2,113						**15,564**
	45	9,099	8,185	8,759	9,102	9,239	7,596	8,172						**60,152**
	57	3,074	2,820	2,953	3,105	3,222	2,687	2,511						**20,372**
	TOTAL	**31,109**	**26,975**	**28,231**	**29,768**	**30,119**	**25,643**	**26,612**						**198,457**

YEAR	ROUTE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2018	31	6,300	5,974	7,249	6,861	7,332	7,326	7,219	7,874	6,477	7,537	6,839	6,369	**83,357**
	32	5,751	5,490	6,064	5,452	5,875	5,304	5,417	5,500	5,047	6,274	5,081	4,720	**65,975**
	33	3,923	3,780	4,115	4,092	4,375	3,714	3,422	3,790	3,471	4,198	3,451	2,990	**45,321**
	44	2,940	2,481	3,008	2,621	2,717	2,416	2,413	2,696	1,963	2,415	2,059	2,007	**29,736**
	45	6,938	6,505	7,962	7,801	7,624	7,557	7,791	8,805	7,517	9,482	8,396	7,881	**94,259**
	56													
	57	3,472	2,988	3,383	3,346	3,231	2,689	2,733	2,596	2,585	3,088	2,885	2,673	**35,669**
	TOTAL	**29,324**	**27,218**	**31,781**	**30,173**	**31,154**	**29,006**	**28,995**	**31,261**	**27,060**	**32,994**	**28,711**	**26,640**	**354,317**

YEAR	ROUTE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2017	31	7,060	6,878	7,628	7,359	8,085	7,477	6,817	7,525	7,082	6,696	6,069	6,471	**85,147**
	32	5,886	5,998	6,746	6,369	6,284	5,914	5,591	5,915	5,681	5,577	4,921	4,753	**69,635**
	33	4,164	3,924	4,315	4,350	4,541	3,855	3,741	3,735	3,478	4,129	3,803	3,595	**47,630**
	44	2,403	2,330	2,552	2,209	2,528	2,435	2,063	2,405	2,221	2,624	2,466	2,474	**28,710**
	45	8,985	9,478	10,639	9,309	10,115	8,957	8,282	9,010	8,101	7,874	7,907	7,320	**105,977**
	56	975	985	1,166	1,018	1,194	1,212	907	1,081	994	234			**9,766**
	57	2,197	2,450	2,620	2,351	2,728	2,384	1,988	2,192	2,530	3,336	3,180	2,998	**30,954**
	TOTAL	**31,670**	**32,043**	**35,666**	**32,965**	**35,475**	**32,234**	**29,389**	**31,863**	**30,087**	**30,470**	**28,346**	**27,611**	**377,819**

YEAR	ROUTE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2016	31	7,360	7,768	8,290	7,542	6,746	6,675	6,747	7,612	7,502	7,765	7,454	7,706	**89,167**
	32	7,002	7,585	7,565	7,304	6,447	5,920	5,364	5,763	5,706	5,813	5,681	5,420	**75,570**
	33	3,979	4,118	4,158	4,049	4,314	3,697	3,339	3,737	3,612	3,930	3,723	3,673	**46,329**
	44	2,009	2,388	2,559	2,346	2,432	2,402	2,011	2,535	2,754	2,529	2,681	2,414	**29,060**
	45	8,991	9,468	10,634	9,657	8,962	9,062	8,362	9,716	9,323	9,909	9,179	9,339	**112,602**
	56	1,488	1,676	1,567	1,326	1,276	1,222	1,032	1,154	1,138	1,178	1,154	1,051	**15,262**
	57	2,496	2,618	2,828	2,768	2,690	2,502	1,867	2,000	2,267	2,681	2,149	2,040	**28,906**
	TOTAL	**33,325**	**35,621**	**37,601**	**34,992**	**32,867**	**31,480**	**28,722**	**32,517**	**32,302**	**33,805**	**32,021**	**31,643**	**396,896**

YEAR	ROUTE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2015	31	7,734	7,610	7,954	7,911	7,554	8,432	8,063	7,795	7,957	8,074	7,563	8,362	**95,009**
	32	7,557	7,243	7,314	7,529	7,057	6,730	7,448	6,876	7,387	8,304	6,894	6,978	**87,317**
	33	4,469	4,620	4,485	4,727	4,701	4,052	3,793	3,884	4,320	4,656	4,050	3,877	**51,634**
	44	2,984	2,779	2,938	2,915	2,553	2,564	2,744	2,527	2,395	2,403	2,242	2,316	**31,360**
	45	9,144	8,738	9,320	9,790	9,036	9,220	9,171	9,330	8,966	9,537	8,560	8,943	**109,755**
	56	2,335	2,178	2,302	2,196	2,019	1,966	2,114	1,675	1,893	2,044	1,584	1,541	**23,847**
	57	1,814	2,013	2,454	2,639	2,627	2,432	2,503	2,376	2,466	3,016	2,459	2,517	**29,316**
	TOTAL	**36,037**	**35,181**	**36,767**	**37,707**	**35,547**	**35,396**	**35,836**	**34,463**	**35,384**	**38,034**	**33,352**	**34,534**	**428,238**

RIVERCITIES TRANSIT DAILY RIDERSHIP REPORT

Jul-19

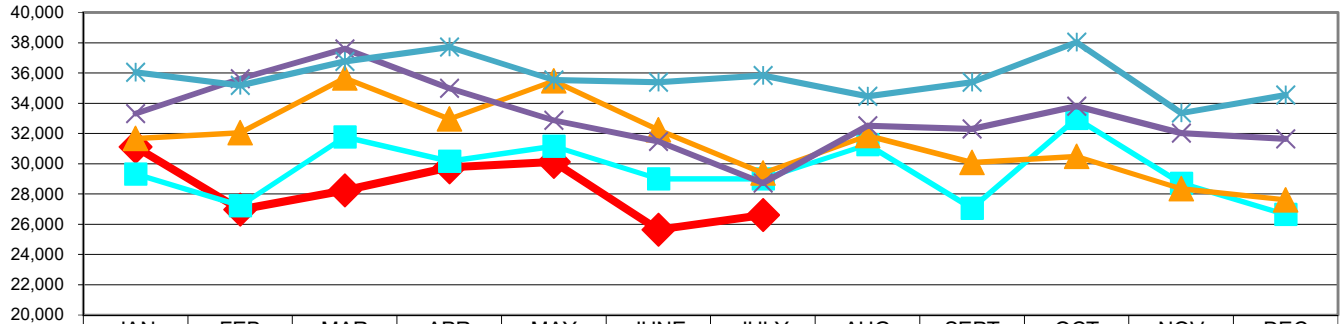
DATE	ROUTE 31A	ROUTE 31B	ROUTE 32A	ROUTE 32B	ROUTE 33	ROUTE 44	ROUTE 45A	ROUTE45B	ROUTE 57	TOTAL
1	319		217		149	117	268	133	87	1290
2	253		203		117	92	206	149	98	1118
3	310		262		166	140	271	172	119	1440
4 H										
5	236		142		122	106	192	152	95	1045
6 S	133		99		96		165		76	569
7										
8	247		183		137	115	201	122	112	1117
9	237		198		135	95	229	110	88	1092
10	208		172		124	88	230	108	110	1040
11	233		192		138	102	169	162	99	1095
12	250		150		106	89	185	96	110	986
13 S	167		115		92		160		79	613
14										
15	291		180		116	81	212	103	95	1078
16	213		164		132	100	226	127	142	1104
17	265		188		124	80	226	131	103	1117
18	236		170		158	87	242	120	99	1112
19	247		149		148	97	224	114	84	1063
20 S	145		95		114		211		58	623
21										
22	247		179		176	90	219	121	114	1146
23	217		190		118	114	186	119	111	1055
24	239		209		166	78	194	116	116	1118
25	232		157		123	87	201	126	107	1033
26	218		188		116	85	197	149	77	1030
27 S	145		115		97		137		50	544
28										
29	272		185		141	102	234	125	104	1163
30	172		166		125	81	197	129	94	964
31	243		192		145	87	178	128	84	1057
TOTAL (26)	5975		4460		3381	2113	5360	2812	2511	26612
WEEKDAY TOTAL (22)	5385		4036		2982	2113	4687	2812	2248	24263
SATURDAY TOTAL (4)	590		424		399		673		263	2349
WEEKDAY AVERAGE	245		183		136	96	213	128	102	1103
SATURDAY AVERAGE	148		106		100		168		66	587

RiverCities LIFT
Paratransit Services

JULY 2019

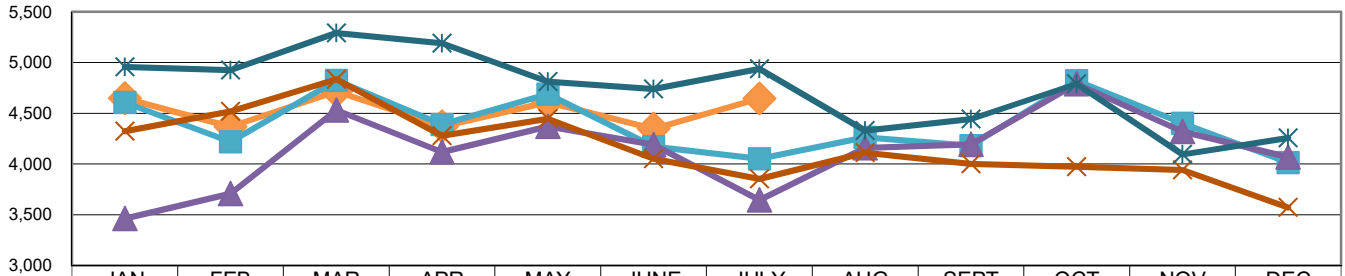
Date	Total Psgrs	Demand Response Client Trips	Number of Attends	Number of Guests	Delivered AMB Psgrs	Delivered W/C Psgrs	% W/C Psgrs Delivered	Psgrs Rev Hour	CXLS	No Shows
7/1/2019	130	126	4	0	92	34	26.98%	1.84	16	4
7/2/2019	212	190	21	1	123	67	35.26%	2.08	18	2
7/3/2019	274	245	29	0	161	84	34.29%	2.33	15	3
7/5/2019	124	115	7	2	83	32	27.83%	2.04	11	6
7/6/2019	97	91	6	0	72	19	20.88%	2.20	17	5
7/8/2019	157	149	8	0	107	42	28.19%	2.04	26	3
7/9/2019	220	193	27	0	134	59	30.57%	2.37	13	2
7/10/2019	242	216	26	0	152	64	29.63%	2.23	15	5
7/11/2019	184	166	18	0	124	42	25.30%	2.24	22	2
7/12/2019	156	142	14	0	107	35	24.65%	2.00	11	2
7/13/2019	121	106	15	0	88	18	16.98%	2.50	2	3
7/15/2019	178	170	8	0	140	30	17.65%	2.12	16	1
7/16/2019	198	182	16	0	138	44	24.18%	2.17	21	3
7/17/2019	240	219	21	0	168	51	23.29%	2.24	12	3
7/18/2019	218	186	32	0	126	60	32.26%	2.27	11	3
7/19/2019	149	132	17	0	106	26	19.70%	2.07	10	3
7/20/2019	108	93	15	0	69	24	25.81%	2.30	17	1
7/22/2019	146	137	9	0	112	25	18.25%	2.14	15	2
7/23/2019	208	193	13	2	127	66	34.20%	2.05	6	5
7/24/2019	218	198	20	0	148	50	25.25%	2.28	22	7
7/25/2019	205	180	23	2	125	55	30.56%	2.25	16	4
7/26/2019	216	197	19	0	138	59	29.95%	2.46	7	6
7/27/2019	90	74	16	0	53	21	28.38%	2.32	4	3
7/29/2019	137	125	12	0	99	26	20.80%	2.06	12	2
7/30/2019	209	184	25	0	137	47	25.54%	2.23	10	4
7/31/2019	206	188	18	0	130	58	30.85%	2.07	18	5
	4643	4197	439	7	3059	1138	26.43%	2.19	363	89

RiverCities Transit
Fixed Route
Five Year Ridership Comparison



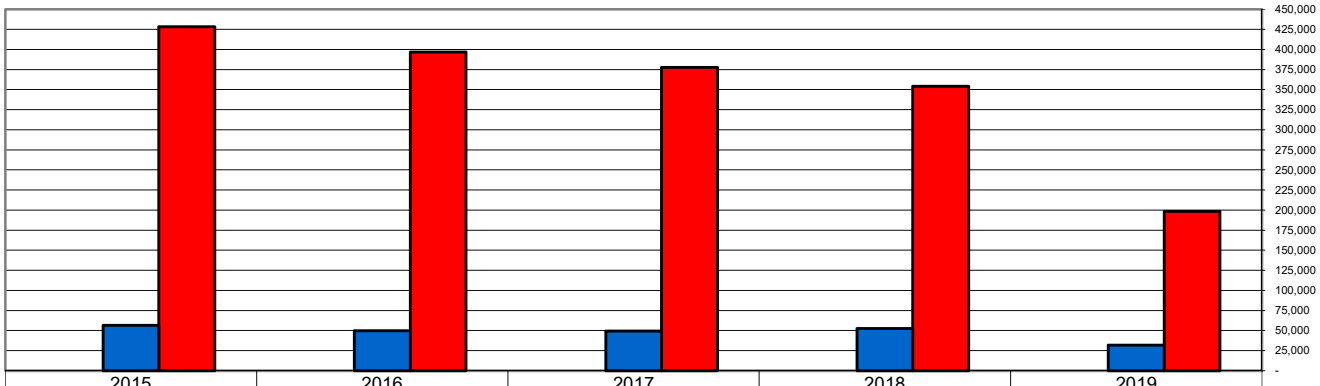
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
2019	31,109	26,975	28,231	29,768	30,119	25,643	26,612					
2018	29,324	27,218	31,781	30,173	31,154	29,006	28,995	31,261	27,060	32,994	28,711	26,640
2017	31,670	32,043	35,666	32,965	35,475	32,234	29,389	31,863	30,087	30,470	28,346	27,611
2016	33,325	35,621	37,601	34,992	32,867	31,480	28,722	32,517	32,302	33,805	32,021	31,643
2015	36,037	35,181	36,767	37,707	35,547	35,396	35,836	34,463	35,384	38,034	33,352	34,534

RiverCities Transit
Paratransit
Five Year Ridership Comparison

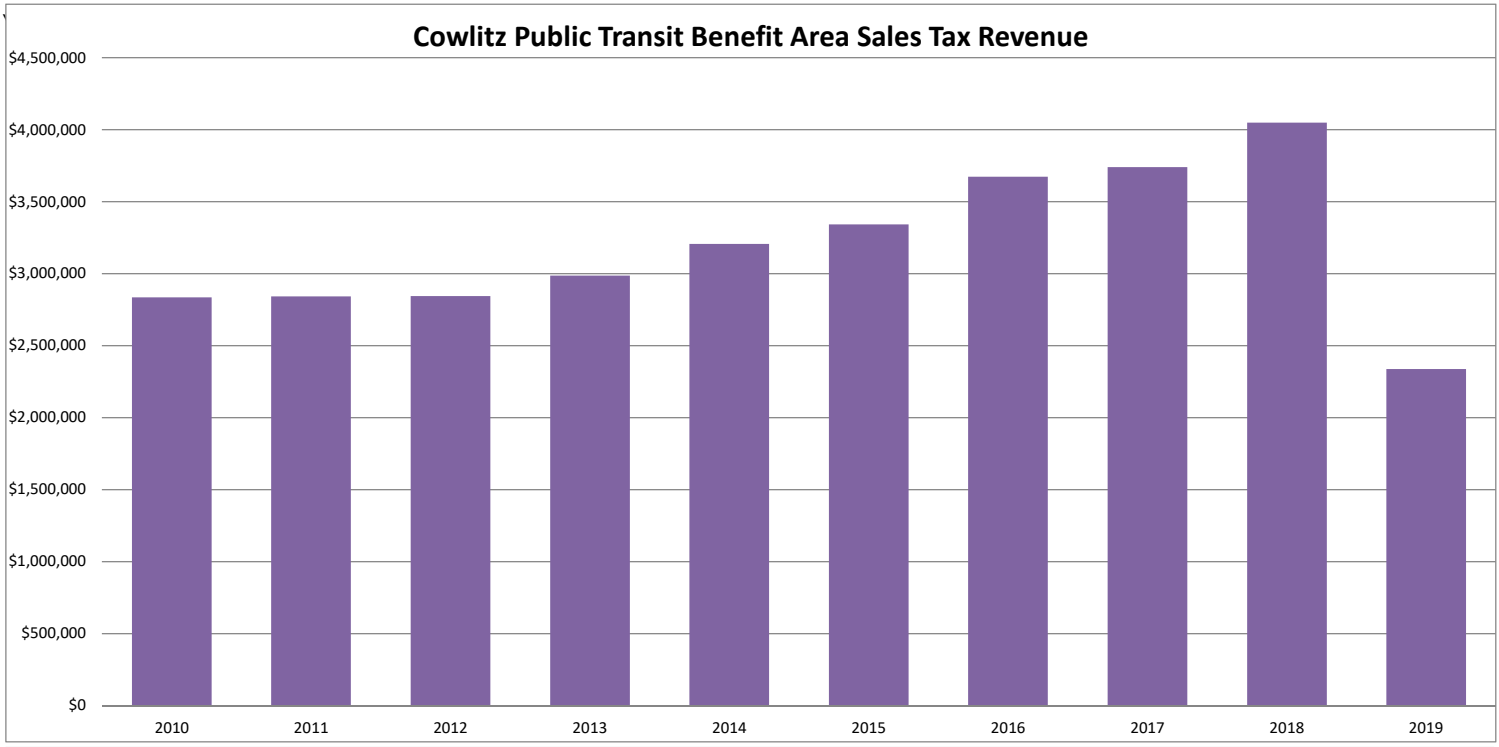


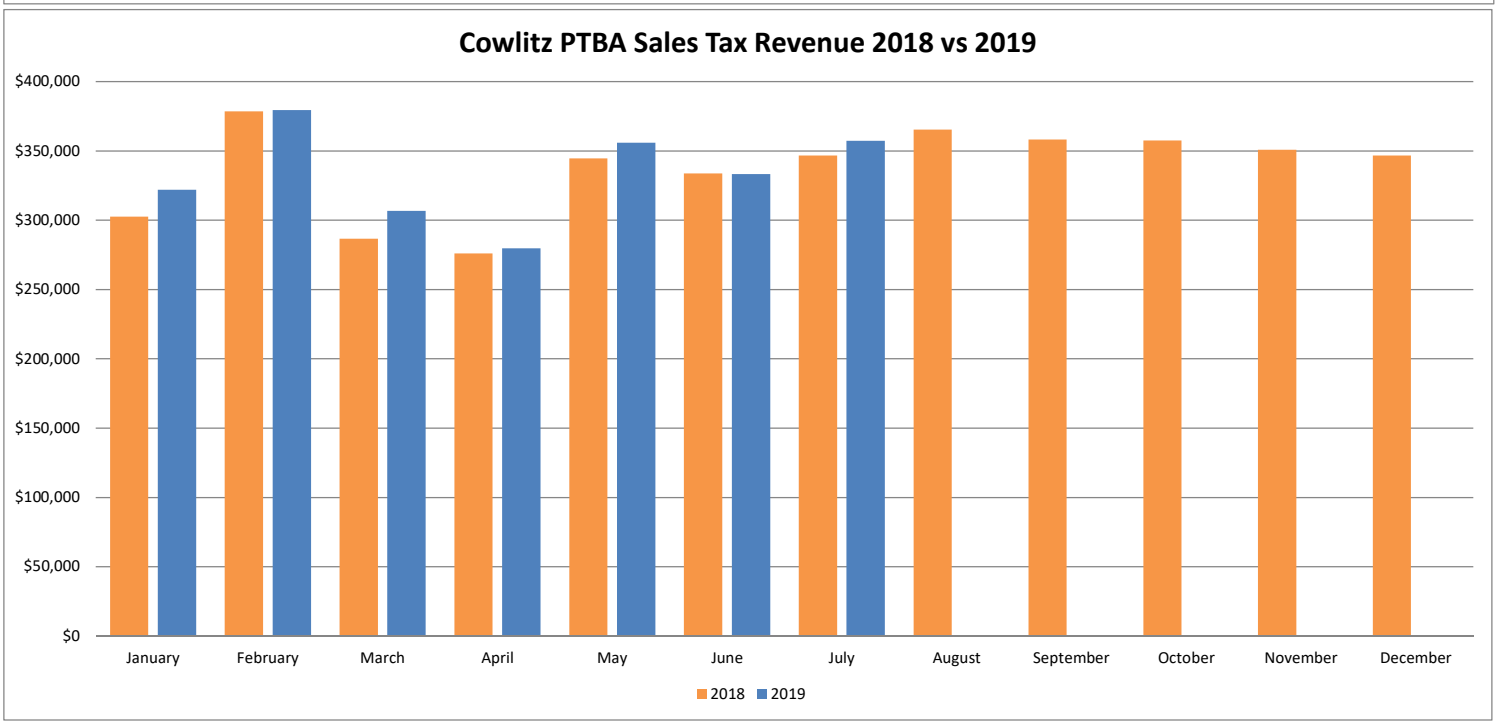
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
2019	4,646	4,365	4,715	4,369	4,609	4,347	4,643					
2018	4,607	4,217	4,823	4,387	4,688	4,171	4,051	4,262	4,181	4,821	4,401	4,013
2017	3,461	3,706	4,531	4,116	4,371	4,190	3,645	4,159	4,193	4,790	4,318	4,066
2016	4,322	4,519	4,834	4,279	4,446	4,051	3,851	4,110	3,999	3,971	3,940	3,571
2015	4,957	4,925	5,291	5,190	4,811	4,738	4,936	4,327	4,442	4,789	4,094	4,256

Comparison of Ridership
Bus and Paratransit Ridership



	2015	2016	2017	2018	2019
BUS	428,238	396,896	377,819	354,317	198,457
PARA	56,756	49,893	49,546	52,622	31,694
%	11.70%	11.17%	11.59%	12.93%	13.77%


Cowlitz Public Transit Benefit Area Sales Tax Revenue
$4,500,000
$4,000,000
$3,500,000
$3,000,000
$2,500,000
$2,000,000
$1,500,000
$1,000,000
$500,000
$0
2010
2011
2012
2013
2014
2015
2016
2017
2018
2019


Cowlitz PTBA Sales Tax Revenue 2018 vs 2019
$400,000
$350,000
$300,000
$250,000
$200,000
$150,000
$100,000
$50,000
$0
January
February
March
April
May
June
July
August
September
October
November
December
2018
2019

Public Hearing - RiverCities Transit 2019-2024 Transit Development Plan and 2018 Annual Report

SUMMARY STATEMENT:
The Transit Development Plan (TDP) is drafted by RiverCities Staff and approved by the Cowlitz Transit Authority annually. It serves to fulfill both RCW's 35.58.2795 and 35.58.2796 which requires the creation of a Public Transportation System Six-Year Transit Plan and Annual Report, respectively.

The Washington State Department of Transportation is required to develop an annual report that summarizes the status of public transportation systems in the state for the previous calendar year. RiverCities Transit is required to submit this annual report to assist in the development of that statewide plan. The report also serves as a tool to communicate our past accomplishments and future goals for our transit system to the community. It outlines our organizational structure, transportation services, major accomplishments, and proposed future action strategies and a program for funding those strategies.

RECOMMENDED ACTION:
Hold public hearing

Then

Motion to approve the RiverCities Transit 2019-2024 Transit Development Plan and 2018 Annual Report.

2018 Annual Report

2019-2024 Transit Development Plan

RIVERCITIES TRANSIT

Prepared by RiverCities Transit Staff

For the Cowlitz Transit Authority

July 2019

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2018 Cowlitz Transit Authority:

Dennis Weber, Chair - Cowlitz County
Chet Makinster, Vice Chair - City of Longview
Jeffery McAllister - City of Kelso
Don Jensen - City of Longview
Larry Alexander – City of Kelso
Tony Harris - Labor Representative (non-voting)

Amy Asher – Transit Manager, City of Longview

RiverCities Transit
PO Box 128
Longview, WA 98632
360-442-5663

RiverCities Transit operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who would like more information on our Title VI Program or believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI and would like to make a complaint may contact:

RiverCities Transit
Title VI Compliance Coordinator
PO Box 128
Longview, WA 98632

360-442-5663 (TTY Relay: 711)

customerservice@rctransit.org

Introduction

RiverCities Transit (RCT) staff drafts the Transit Development Plan (TDP) annually. The Cowlitz Transit Authority (CTA) then approves it. It fulfills *RCWs 35.58.2795* and *35.58.2796*. These laws require the creation of a *Public Transportation System Six-year Transit Plan* and an *Annual Report*, respectively.

The Washington State Department of Transportation is required to develop an annual report that summarizes the status of public transportation systems in the state for the previous calendar year. RCT submits our annual report to assist in the development of the statewide plan. The report also serves as a tool to communicate our accomplishments and goals to the community. It outlines our organizational structure, transportation services, major accomplishments, proposed action strategies, and a program for funding those strategies.

The Draft TDP will be posted on the RCT website prior to the Cowlitz Transit Authority public hearing on August 8, 2018 at 4:00 p.m. at the Longview City Hall Council Chambers. Hard copies will be available at the RCT administration office to allow for public comments.

Section 1: Organization

RiverCities Transit has a long history in Longview and Kelso. It began over 85 years ago serving mill workers as they traveled to and from work. Several private owners ran the bus service until 1975 when the City of Longview purchased the operation. The City subsequently became the grant recipient for Federal Transit Administration funding.

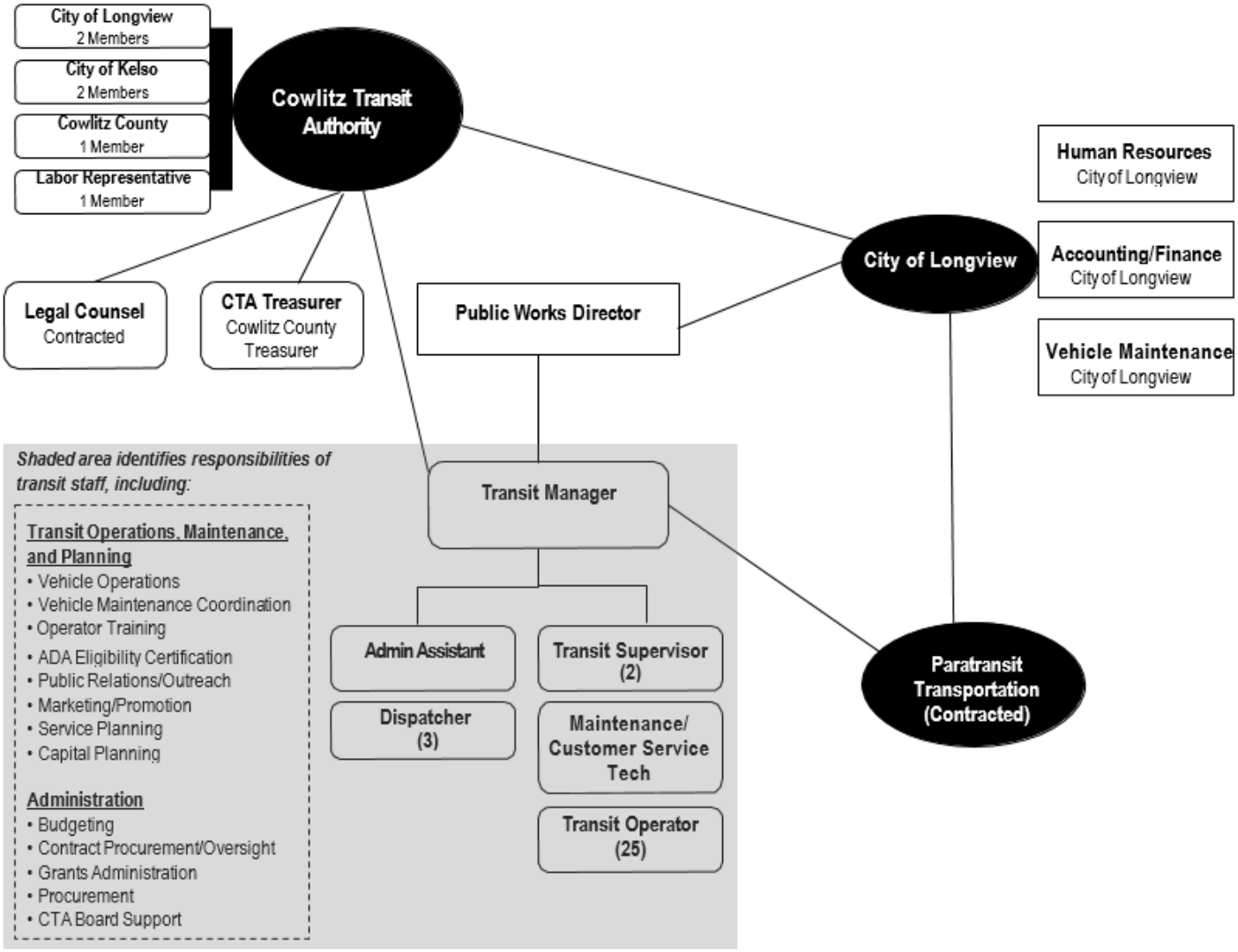
In 1987, the voters of Longview and Kelso elected to create a taxing authority, the Cowlitz Public Transportation Benefit Authority (PTBA), to fund the system. The agency received a one-tenth of one percent sales tax until 2008, when voters approved a two-tenths of one percent increase. This brought the total sales tax to the current three-tenths of one percent.

> **CTA's Mission**
>
> *"To enhance the quality of life in our area, the Cowlitz Transit Authority provides safe, reliable, and efficient transit services that link people, jobs and communities." CTA*

Incorporated under authority of Chapter 36.57A of the Revised Code of Washington, the Cowlitz PTBA is governed by the Cowlitz Transit Authority (CTA), a five-member board consisting of two members of the Longview City Council, two members of the Kelso City Council, one Cowlitz County Commissioner, and one non-voting union representative. The CTA functions as a taxing authority only and has no staff. The CTA contracts all transit operations, maintenance, and capital improvement related functions including management, administration, drivers, and maintenance, to the City of Longview (Figure 1). The City of Longview subcontracts to provide the required complementary paratransit services. The City of Longview and the CTA jointly govern the public transportation system, which operates under the name RiverCities Transit (RCT).

2018 Cowlitz Transit Authority Organizational Structure

Figure 1



Section 2: Physical Plant

RCT operates out of the Longview City Shop (Figure 2), located at 254 Oregon Way. The facility is approximately 8,000 sf and houses all transit administrative staff and contracted Paratransit Services, Inc. staff providing paratransit services. The fleet maintenance functions that support RCT and the entire City of Longview fleet are also housed here.
RCT also operates a Transit Center located in downtown Longview at 1135 12th Avenue (Figure 3). The Transit Center is a hub for the majority of RCT's fixed routes and provides customer service including system information, pass sales, shelters near the bus aisles, indoor waiting area, and restrooms. The Transit Center also houses a small, two-person break room for operators to use on lunch breaks.

Due to service expansion resulting from the 2008 PTBA tax increase, RCT has outgrown these facilities and is in need of more functional facilities with greater capacity. The CTA commissioned a study in 2013 to look at possible facilities alternatives. In 2015, staff re-evaluated the study as funding constraints would not allow construction of the new stand-alone facility identified by the 2013 study. The 2015 study recommended an expansion of the Downtown Transit Center to accommodate administrative staff, improve customer service to transit system patrons, provide an adequate operator break room, and consolidate bus drive aisles to reduce pedestrian/vehicle interaction. In 2016, the City applied for and received a grant for construction of an expanded Transit Center from the Federal Transit Administration. Design and permitting was completed and the project put up for bid in 2018. Construction will start in early 2019, with an estimated completion date of December 2019.

Figure 2

Figure 3

In addition to these two facilities, RCT rents space from the City of Kelso at the Kelso Multimodal Transportation Center. The rented space serves as a break room for operators on Kelso routes.

RCT also maintains 40 bus shelters and/or benches at major service stops.

Regular and scheduled maintenance of facilities and customer amenities ensures RCT facilities remain in excellent physical condition.

Section 3: Service Characteristics

Fixed Route Service

RCT operates six (6) fixed routes within the urban areas of Longview and Kelso. Figure 4 illustrates the 2018 fixed route service area. This service area encompasses approximately 27 square miles and contains a population of approximately 50,000 people. RCT's fixed routes circulate through most urbanized neighborhoods in Longview and Kelso Monday – Friday 6:30 a.m. to 7 p.m. Five routes operate Saturday from 8 a.m. to 6 p.m. We designed four routes to complete a round trip in fifty minutes, allowing them to operate on sixty-minute headways, and to provide transfer connections at the Transit Center, Kelso Multimodal Center, or Three Rivers Mall. This provides simplicity and convenience for customers, allowing them to travel between almost any two points in the Longview-Kelso region with a maximum of one transfer and little wait time for transfers. Three of our most heavily travelled routes offer service every 30 minutes Monday through Friday.

Fixed route ridership has experienced variations over the past several years (Figure 6). Ridership declined during the recession, but began to rise after implementing major service changes in August 2013. Ridership increased by 9.1% in 2014 and another 9% in 2015. Ridership decreased slightly as predicted when a fare increase was implemented on January 1, 2016. Ridership continued to slowly decline in 2017 and 2018 as staffing challenges have forced RCT to keep service at a minimum. In 2018, RCT logged 25,506 revenue hours and operated using 20.45 FTE's.

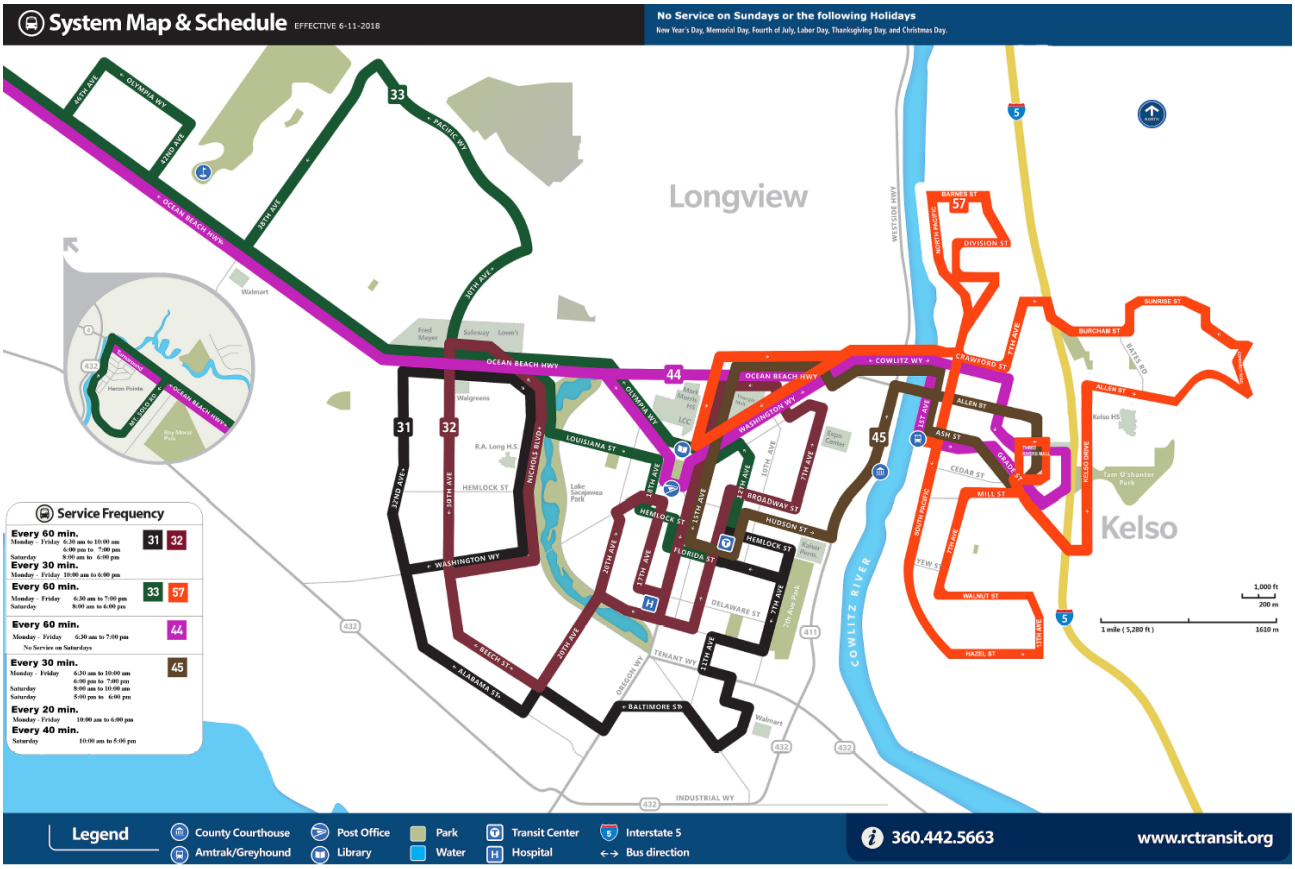


Figure 4

Paratransit Services

RCT provides federally mandated complementary paratransit service within ¾-mile of all fixed routes in accordance with the requirements of the Americans with Disabilities Act (ADA) (see Figure 5 for service area map). This service operates under the name RiverCities LIFT. The City of Longview contracts with Paratransit Services Inc. to operate LIFT. Paratransit Services Inc. is a non-profit organization headquartered in Bremerton, Washington. They provide drivers and scheduling/dispatch staff. The City of Longview owns and provides the vehicles.

To qualify for LIFT, individuals must complete an application process and be certified as unable to utilize regular fixed route transportation because of their disability. LIFT provides paratransit service on a next-day reservation basis. In addition, LIFT offers same-day response as a "premium" service at an additional cost. LIFT operates on the same schedule as fixed route service weekdays from 6:30 a.m. to 7 p.m. and Saturday from 8 a.m. to 6 p.m. LIFT provides trips for any purpose and does not limit the number of trips an individual may take. The ADA requires there be no capacity constraints or trip denials. In 2018, LIFT logged 23,860 revenue hours and operated using 17.48 FTE's.

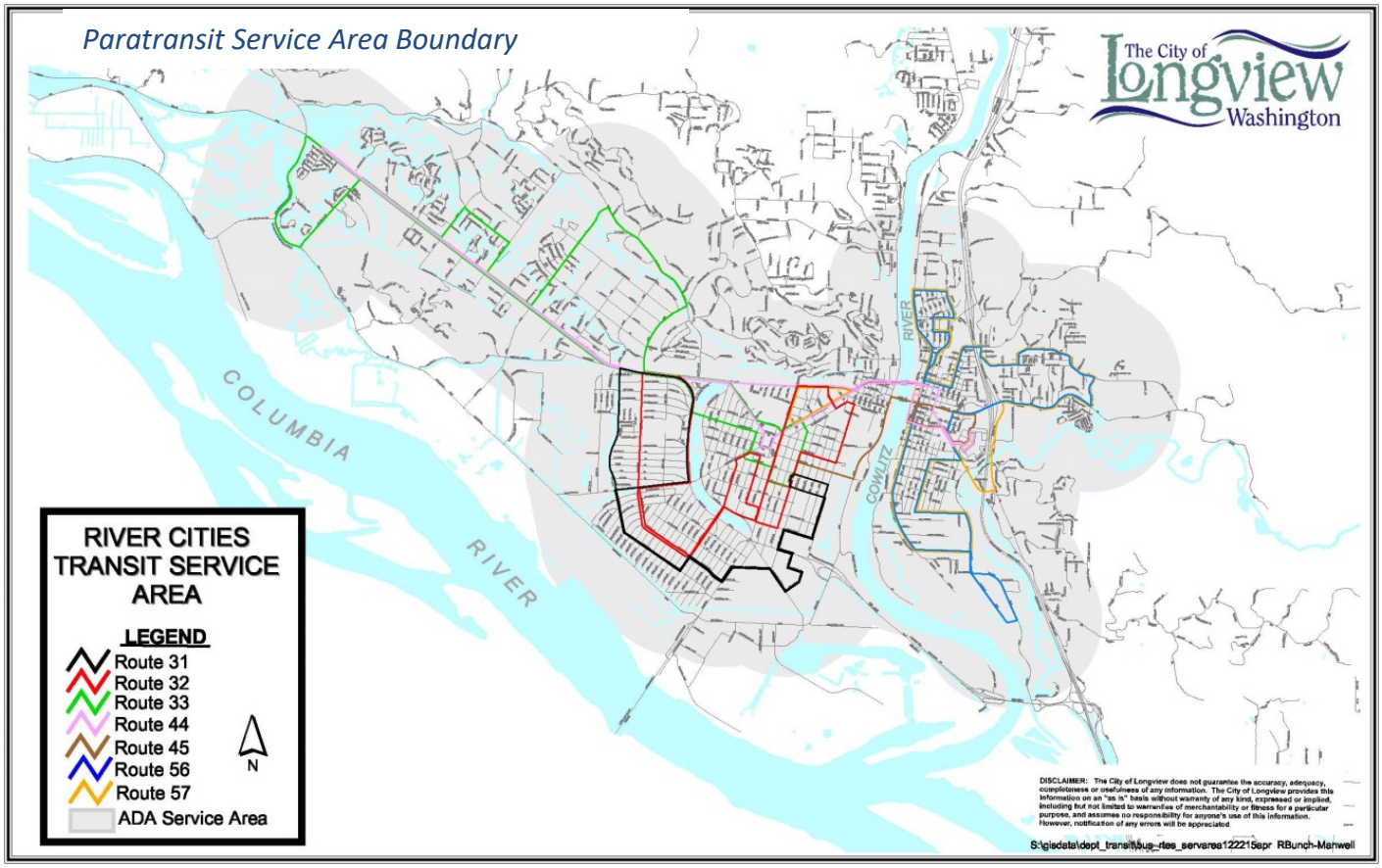
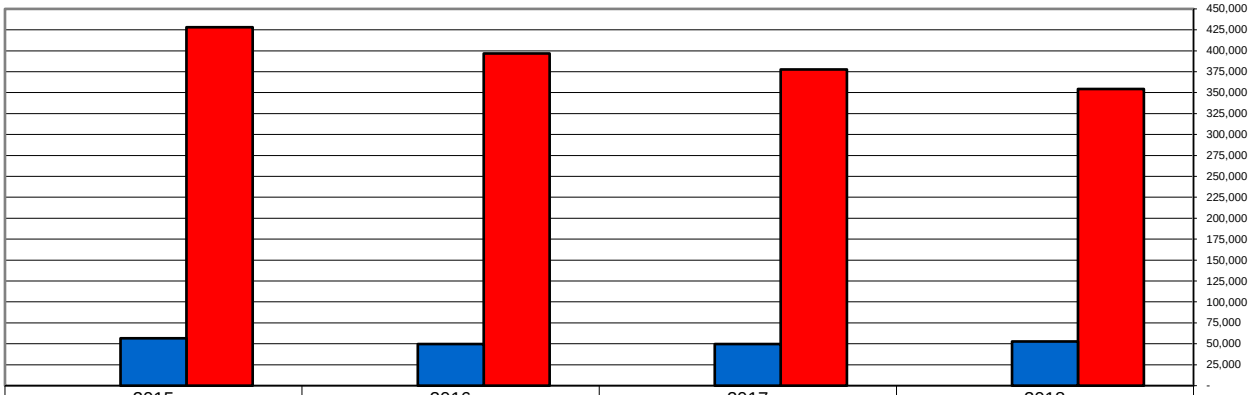


Figure 5

Comparison of Ridership
Bus and Paratransit Ridership



	2015	2016	2017	2018
BUS	428,238	396,896	377,819	354,317
PARA	56,756	49,893	49,546	52,622
%	11.70%	11.17%	11.59%	12.93%

Figure 6

Fares

Fares and pass prices changed on January 1, 2016 and are listed in Figures 7 and 8.

Fixed Route Fares

	One Way	Daily Pass	Monthly Pass	Quarterly Pass	Annual Pass
Adult	$1.00	$2.00	$14.00	$42.00	$168.00
Student*	$1.00	$2.00	$7.00	$21.00	$84.00
Reduced**	$0.50	$1.00	$7.00	$21.00	$84.00
LIFT Approved	Free	-	-	-	-
PCA	Free	-	-	-	-
LCC Students and Faculty***	Free	-	-	-	-

Figure 7

*Student passes are available to children between six and 18 years of age or those who have a student ID showing the holder is currently attending classes and earning college credit at an accredited school of higher education.

*Student Summer Passes are issued at twice the rate of a monthly student pass and are valid June 1st through August 31st of each calendar year. These passes entitle holders to unlimited rides during this timeframe.

**Reduced fare is available to citizens age 65 or older, Medicare cardholders, and people with disabilities. Applicants are required to show proof of age, Medicare Card, and/or fill out an application for a reduced fare permit.

Transfers are free with a one-way fare payment and valid for one use only on the day of purchase.

***LCC pays an annual fee based on prior years ridership for their students and faculty.

LIFT Fares

	One Way Fare	Monthly Pass	5 Ride Punch Card	20 Ride Punch Card
LIFT Approved	$1.00	$15.00	$5.00	$10.00
PCA	Free	-	-	-

Figure 8

Section 4: Service Connections

In addition to services provided by RCT, a number of regional programs operate services from outlying areas to the Longview- Kelso area. Longview-Kelso serves as a regional destination for medical appointments, shopping, employment, school, and other transportation connections. These connections are described below. RCT is a partner with many of these agencies as they utilize the Downtown Transit Center as a connection hub.

Columbia County Rider

Columbia County Rider (CC Rider) is a public transportation program administered by Columbia County, Oregon. CC Rider provides two routes per weekday into Longview-Kelso, making connections with RCT at the Kelso Train Depot and Transit Center. They also stop at Holt's Mini-Mart, St. Johns Medical Center, and the Triangle Mall. CC Rider passengers come to Longview-Kelso to access shopping, medical appointments and Lower Columbia Community College from across several Oregon counties.

Wahkiakum on the Move

Wahkiakum on the Move (WOTM) provides service between Cathlamet and Longview-Kelso on a daily basis and between Naselle (with connections to Pacific Transit in Pacific County) and Longview-Kelso three days a week. WOTM makes connections with RCT at the Kelso Train Depot and Longview Transit Center. While service is available to the public, half of the riders are seniors. Passengers use the service to access shopping, medical appointments, and Lower Columbia College.

Lower Columbia Community Action Program (CAP)

The Lower Columbia Community Action Program (CAP) provides several transportation services in the Kelso-Longview area. CAP offers transportation services for seniors in Cowlitz and Wahkiakum Counties. It provides medical and shopping trips in wheelchair accessible vans to residents who live outside and inside of the RCT service area. CAP operates service along the I-5 corridor between Castle Rock and Vancouver. CAP makes connections with RCT at the Kelso Train Depot and Longview Transit Center. The service is available to the public and the fare is two dollars each way. CAP provides transportation by car or wheelchair accessible van for a fee.

Cowlitz Tribe Transit

The Cowlitz Indian Tribe provides Dial-a-Ride service to tribal members and the public. The Tribe's service area encompasses Cowlitz and South Lewis Counties. Service is available Monday through Friday. The Tribe does not provide service within Longview except for tribal members who request it. People needing services within Longview are referred to RCT.

Sunset Transportation Services, Astoria, Oregon

Sunset Transportation Services operates out of Astoria, Oregon and connects with RCT via CC Rider on weekdays.

Intermodal Connections

Several other services provide regional public transportation connections. RCT makes connections with Amtrak and Greyhound at the Kelso Multimodal Center. It also connects with several rural and Paratransit providers, as previously described.

Section 5: 2018 Activities and Accomplishments

Fleet Statistics

In 2018, 72,417 gallons of diesel was consumed driving 322,524 revenue vehicle miles on fixed routes. This provided 354,317 passenger trips. Our fixed route fuel consumption averaged 4.5 revenue miles per gallon. RCT fixed route service averaged approximately 4.9 passenger trips per gallon of fuel consumed.

In the same year, 1,824 gallons of diesel fuel, 9,683 gallons of propane, and 29,845 gallons of gasoline were consumed driving 199,135 revenue miles of paratransit service for 52,622 passenger trips. With an average fuel economy of 4.8 revenue miles per gallon, Paratransit service averaged approximately 1.3 passenger trips per gallon of fuel consumed.

RCT's vehicle replacement program is based on Federal Transportation Administration (FTA) Useful Life Benchmarks guidelines:

- 35' diesel bus = 14 years
- Cutaway Bus (small paratransit bus)= 10 years
- Minivan = 8 years

The average age of the RCT fixed route fleet is 11.6 years, while the Paratransit fleet average age is 8.3 years. Regular and scheduled maintenance of the fleet ensures RCT vehicles remain in excellent condition.

The City of Longview installed a propane fueling station and in 2019, RCT will replace and additional three paratransit vehicles with new propane powered vehicles. Eventually the entire paratransit vehicle fleet will be propane powered. This conversion is expected to provide significant fuel cost savings.

RCT continues its tradition of excellence in the area of safety, recording no fatalities or significant passenger injuries in 2018. RCT experienced one collision in 2018. For this document, collisions are defined as crashes where there is vehicle damage in excess of $5,000 total to all vehicles involved. This includes both revenue vehicles and non-revenue vehicles.

2018 Accomplishments

RCT continues to experience changes because of the voter approved sales tax increase in 2008. After the passage of the increase, the CTA developed a community-supported long-range plan that was adopted in December 2010. The Transit Enhancement Plan included a list of strategies that RCT has successfully implemented over the past 8 years. Collectively, these accomplishments support Washington State's six transportation policy goals of safety, preservation, mobility (congestion relief), environment, stewardship, and economic vitality.

Planning Accomplishments:

- Completed engineering and design for revised downtown Transit Center configuration to improve bus circulation and parking, improve safety of pedestrians and add administrative staff to downtown.

Community Outreach and Partnership Accomplishments:

- Continued participating in bimonthly regional information forums to exchange information with local and regional elected officials, public works directors, port directors, and senate staff.
- Continued participating in the Metropolitan Planning Organization (MPO) Technical Advisory Committee monthly meetings.
- Continued participating in the Southwest Washington Regional Transportation Planning Organization (SWRTPO) Coordinated Human Services Transit Planning Quarterly Meetings.
- Participated in the City of Longview's Earth Day event and provided free rides to boost community attendance.
- Participated in the Cowlitz County Veteran's Stand Down.
- Participated in Project Homeless Connect and provided free rides to make it easy to access the event.
- Collaborated with Walkable Cowlitz to promote active transportation in Cowlitz County.
- Participated in the Cowlitz County Senior Expo.
- Participated in Lower Columbia College's Community Resource Fair.
- Participated in the Human Services Council's Accessible Transportation Coalition Initiative.
- Participated in the local Extreme Machines event.
- Maintained a Facebook page to communicate better with our riders and community.

System Accomplishments

- Continued RCT's Travel Training Program and training people on how to ride Fixed Route. The vast majority of training took place in a group setting.
- Revised routes using on-board GPS and passenger counting data to shift service to locations with higher demand.
- Placed our first three propane-fueled vehicles in service.

Section 6: Proposed Action Strategies, 2019-2024

The proposed changes outlined in Section 7 reflect the following Action Strategies:

- ***Operate transportation systems reliably and responsibly for the customer.***

RCT is currently funded through a combination of retail sales tax revenues, fares, and grants. A 0.3% (three-tenths of one percent) sales tax, fares, and federal/state grants provide the operation, maintenance, and capital funding for the system. RCT staff seeks outside funding sources and continually participates in competitive grant programs both locally and nationally.

- ***Provide viable mobility choices for the customer and expand the system to accommodate growth and future transportation infrastructure.***

With goals of accommodating customer needs and developing a broader customer base, RCT will continue to implement the adopted Transit Enhancement Plan to provide enhanced service delivery using data and community input. Through the guidance of the Cowlitz Transit Authority Board, RCT staff will investigate options for expanding service to the Lexington community to the north of our current service area.

- ***Implement facilities and equipment solutions that are in the best interest of the community.***

Expansion and revision of the Transit Center will improve rider safety with a re-designed drive aisle and pedestrian plaza and will relocate administrative staff where they will be easily accessible to RCT's customers and drivers. Conversion of

the paratransit fleet to propane fuel will provide cost savings and reduce RCT's carbon footprint and replacement of an aging fleet will help reduce travel interruptions and delay. Shop facilities will be revised if needed when the Industrial Way/Oregon Way Intersection project begins construction to ensure buses will be able to enter and exit the property safely.

Section 7: Proposed Changes, 2019– 2024

Changes to service hours, facilities, and equipment for the next six years will be a direct result of available revenue. As a public agency, RCT does not have the capacity to increase our main revenue stream without a public vote. Between 2019 and 2024, RCT forecasts no significant permanent increases in fixed route service hours without first securing new, reliable revenue. RCT has secured funds for a short-term pilot project to bring service to Lexington. The primary goal within the next few years will be to preserve existing service levels and keep expenditures stable, while exploring the need for expanded service in the surrounding areas.

2019	**Preservation**	**Expansion**
Service	Annual service updates	Explore PTBA Expansion Develop service to Lexington
Facilities	Begin construction on Downtown Transit Center	No change
Equipment	Replace 3 paratransit vehicles with propane powered vehicles Replace 2 operator relief vehicles Replace video equipment at City Shop	Procure one cutaway for Lexington Service
2020	**Preservation**	**Expansion**
Service	Annual service updates Relocate administrative staff to the Transit Center	Continue service to Lexington
Facilities	Finalize construction of transit center facility	Increase number of bus stop pads/amenities
Equipment	Replace 2 fixed route vehicles Replace 3 paratransit vehicles with propane powered vehicles Radio equipment improvements	
2021	**Preservation**	**Expansion**
Service	Annual service updates	Continue Pilot to Lexington
Facilities	Revise city shop bus barn if needed when Industrial Way intersection project begins	Increase number of bus stop pads/amenities Install Bus Barn security cameras
Equipment	Replace 2 paratransit vehicles with propane Replacement supervisor vehicles Replace 4 fixed route vehicles (if grant funding provided)	No change
2022	**Preservation**	**Expansion**
Service	Annual service updates	No change
Facilities	No change	Increase number of bus stop pads/amenities

Equipment	Replace 3 paratransit vehicles with propane powered vehicles	No change
2023 Service Facilities Equipment	**Preservation** Annual service updates No change Replace one transit coach	**Expansion** No change No change No change
2024 Service Facilities Equipment	**Preservation** Annual service updates No change Replacement paratransit vehicles	**Expansion** No change No change No change

Section 8: Operating Data 2018-2023

Fixed Route	2018	2019	20120	2021	2022	2023
	Actual	Projected	Projected	Projected	Projected	Projected
Revenue Vehicle Hours	25,506	27,950	28,500	28,000	28,000	28,000
Total Vehicle Hours	26,466	28,760	28,800	29,500	28,760	28,760
Revenue Vehicle Miles	322,524	350,000	360,000	360,000	350,000	350,000
Total Vehicle Miles	332,242	360,000	363,000	363,000	363,000	363,000
Passenger Trips	354,317	378,000	385,000	400,000	400,000	400,000
Diesel Fuel Consumed (Gal)	72,417	78,000	80,000	80,000	78,000	78,000

Paratransit	2018	2019	2020	2021	2022	2023
	Actual	Projected	Projected	Projected	Projected	Projected
Revenue Vehicle Hours	23,861	17,000	17,000	17,000	17,000	17,000
Total Vehicle Hours	26,096	24,900	25,000	25,200	25,200	25,200
Revenue Vehicle Miles	199,135	185,000	186,000	186,000	186,000	186,000
Total Vehicle Miles	221,924	208,000	209,000	209,000	209,000	209,000
Passenger Trips	52,622	49,700	50,000	51,000	52,000	52,000
Diesel Fuel Consumed (Gal)	1,824	3000	700	0	0	0
Gasoline Fuel Consumed (Gal)	29,845	24,000	22,000	20,000	18,000	18,000
Propane Fuel Consumed (Gal)	9,683	8,000	10,000	12,000	14,000	14,000

Section 9: Revenues and Expenditures for 6-Year Capital Plan

The governance structure for RiverCities Transit is such that two separate budgets are maintained for operating the public transportation system. The Cowlitz Transit Authority contracts with the City of Longview to provide transit services on behalf of the PTBA. As operator of the system, the City of Longview is the designated recipient of federal and state funds that are intended for transit use only. All remaining costs of operating RCT are paid by the Cowlitz Transit Authority, which receives local sales tax revenue dedicated for transit use. Below is the six-year plan outlining revenues and expenditures for RiverCities capital projects as adopted in the City of Longview budget. Those projects with secured federal funding were submitted to the Washington State Department of Transportation for inclusion in their Statewide Transportation Improvement Program.

Transit - Six-Year Capital Plan							
Year	**Project**	**Revenue**	**Expenditure**				**Balance**
2018	December 31 Ending Fund Balance						$0
2019	Cowlitz Transit Authority	$936,939					$936,939
	Federal Grants	$3,972,785					$4,909,724
	State WSDOT Grants	$295,144					$5,204,868
	Transit Center Construction		$4,791,046				$413,822
	Replacement Paratransit Vehicles (3)		$322,822				$91,000
	Replacement Relief Vehicles (2)		$66,000				$25,000
	Transit Bus Stop Amenities & Pads		$25,000				$0
	Annual total	$5,204,868	$5,204,868				
2020	Cowlitz Transit Authority	$337,422					$337,422
	Federal Grants	$935,000					$1,272,422
	State WSDOT Grants	$239,400					$1,511,822
	Replacement Fixed Route Vehicles (2)		$ 1,067,000				$444,822
	Supervisor Lift Equipped Vans (2)		$ 97,000				$347,822
	Replacement Paratransit Vehicles (3)		$ 322,822				$25,000
	Transit Bus Stop Amenities & Pads		$ 25,000				$0
	Annual total	$1,511,822	$ 1,511,822.00				
2021	Cowlitz Transit Authority	$623,000					$623,000
	Federal Grants	$1,560,000					$2,183,000
	State WSDOT Grants	$264,000					$2,447,000
	Bus Barn Security Cameras		$12,000				$2,435,000
	Replacement Fixed Route Vehicles (4)		$2,080,000				$355,000
	Replacement Paratransit Vehicles (3)		$330,000				$25,000
	Bus Stop Amenities & Pads		$25,000				$0
	Annual total	$2,447,000	$2,447,000				
2022	Cowlitz Transit Authority	$369,000					$369,000
	Federal Grants	$1,113,000					$1,482,000
	State WSDOT Grants	$264,000					$1,746,000
	Replacement Fixed Route Vehicles (2)		$ 1,067,000				$679,000
	Bus Mid-life overhauls (2)		$ 324,000				$355,000
	Replacement Paratransit Vehicles (3)		$ 330,000				$25,000
	Bus Stop Amenities & Pads		$ 25,000				$0
	Annual total	$1,746,000	$1,746,000				
2023	Cowlitz Transit Authority	$156,000					$156,000
	Federal Grants	$259,000					$415,000
	State WSDOT Grants	$264,000					$679,000
	Bus Mid-Life Overhaul		$324,000				$355,000
	Replacement Paratransit Vehicles (3)		$330,000				$25,000
	Bus Stop Amenities & Pads		$25,000				$0
	Annual total	$679,000	$679,000				
2024	Cowlitz Transit Authority	$129,000					$129,000
	Federal Grants	$416,000					$545,000
	Replacement Fixed Route Vehicles (1)		$520,000				$25,000
	Bus Stop Amenities & Pads		$25,000				$0
	Annual total	$545,000	$545,000				

Appendix A

Rolling Stock Inventory 2018

Public Transportation Management System
Owned Rolling Stock Inventory & Verification of Continued Use

I hereby certify that all information reported in the inventories reflects true, accurate and complete information for the agency/organization listed and that project equipment purchased through a state or federal grant agreement is still being used in accordance with the terms and conditions of the grant agreement.

2/14/19

Signature and Title — Date

Agency/Organization: City of Longview dba RiverCities Transit

Date: 2/14/2019

No.	Year	Make/Model	Vehicle Code	Vehicle Identification Number (VIN)	Agency Vehicle Number	Actual Life Odometer	Meets Financial Needs of SGR? Yes/No	Is the Vehicle Safe? Yes/No	Agency's ULB (Year)	Agency's ULB (Miles)	Main-tenance Current? Yes/No	Performs its Designed Function? Yes/No	Replacement Cost $	ADA Access Yes/No	Seating Capacity	Fuel Type	WSDOT Title Yes/No
1	2002	Gillig Phantom	2	15GCB211921111145	42-01	440,439	Yes	Yes	14	500,000	Yes	Yes	$450,000	Yes	35	BD	No
2	2002	Gillig Phantom	2	15GCB211021111146	42-02	456,380	Yes	Yes	14	500,000	Yes	Yes	$450,000	Yes	35	BD	No
3	2002	Gillig Phantom	2	15GCB211221111147	42-03	465,279	Yes	Yes	14	500,000	Yes	Yes	$450,000	Yes	35	BD	No
4	2002	Gillig Phantom	2	15GCB211421111148	42-04	449,800	Yes	Yes	14	500,000	Yes	Yes	$450,000	Yes	35	BD	No
5	2003	Gillig Phantom	2	15GCB211631112206	42-05	426,393	Yes	Yes	14	500,000	Yes	Yes	$450,000	Yes	35	BD	No
6	2003	Gillig Phantom	2	15GCB211831112207	42-06	407,382	Yes	Yes	14	500,000	Yes	Yes	$450,000	Yes	35	BD	No
7	2009	Gillig Low-Floor	2	15GGB271691176151	42-07	247,484	Yes	Yes	14	500,000	Yes	Yes	$450,000	Yes	32	BD	No
8	2011	Gillig Low-Floor Hybrid	2	15GGB3012B1176766	42-09	235,780	Yes	Yes	14	500,000	Yes	Yes	$600,000	Yes	32	DE	No
9	2013	Gillig Low-Floor BRT	2	15GGB2710D1181774	42-10	175,588	Yes	Yes	14	500,000	Yes	Yes	$450,000	Yes	32	BD	No
10	2013	Gillig Low-Floor BRT	2	15GGB2712D1181775	42-11	167,176	Yes	Yes	14	500,000	Yes	Yes	$450,000	Yes	32	BD	No
11	2013	Gillig Low-Floor BRT	2	15GGB2714D1181776	42-12	178,111	Yes	Yes	14	500,000	Yes	Yes	$450,000	Yes	32	BD	No
12	2013	Gillig Low-Floor BRT	2	15GGB2716D1181777	42-13	180,072	Yes	Yes	14	500,000	Yes	Yes	$450,000	Yes	32	BD	No
13	2013	Gillig Low-Floor BRT	2	15GGB2718D1181778	42-14	168,009	Yes	Yes	14	500,000	Yes	Yes	$450,000	Yes	32	BD	No
14	2014	Gillig Low-Floor BRT	2	15GGB2717E1183068	42-15	124,257	Yes	Yes	14	500,000	Yes	Yes	$453,000	Yes	32	BD	No
15	1998	Gillig Phantom	3	15GCA2117W1088845	42-29		Yes	Yes	14	500,000	Yes	Yes	$400,000	Yes	29	BD	No
16	2004	Ford Eldorado	11	1FDXE45P14HA86127	42-35	169,931	Yes	Yes	10	200,000	Yes	Yes	$85,000	Yes	15	G	No
17	2005	Ford Eldorado	11	1FDXE45P55HAO2327	42-38	179,378	Yes	Yes	10	200,000	Yes	Yes	$85,000	Yes	15	G	No
18	2005	Ford Eldorado	11	1FDXE45S76DB32686	42-39	191,518	Yes	Yes	10	200,000	Yes	Yes	$85,000	Yes	15	G	No
19	2007	Ford Eldorado	11	1FDXE45S96DB32687	42-40	147,244	Yes	Yes	10	200,000	Yes	Yes	$85,000	Yes	15	G	No
20	2008	Ford Eldorado	11	1FDXE45S27DB26389	41-42	182,532	Yes	Yes	10	200,000	Yes	Yes	$85,000	Yes	15	G	No
21	2009	Dodge Caravan	14	1D8HN44E99B520685	42-43	38,839	Yes	Yes	8	100,000	Yes	Yes	$41,000	Yes	3	G	No
22	2010	Ford E-450 Eldorado	11	1FDFE4FS2ADA11163	42-44	141,852	Yes	Yes	10	200,000	Yes	Yes	$85,000	Yes	13	G	No
23	2010	Ford E-450 Eldorado	11	1FDFE4FS4ADA11164	42-45	153,272	Yes	Yes	10	200,000	Yes	Yes	$85,000	Yes	13	G	No
24	2011	Ford E-450 Eldorado	11	1FDFE4FS9ADB00390	42-46	13,768	Yes	Yes	10	200,000	Yes	Yes	$85,000	Yes	13	G	No
25	2012	Ford E-450 Eldorado	11	1FDFE4FS7CDB09317	42-47	107,338	Yes	Yes	10	200,000	Yes	Yes	$85,000	Yes	13	G	No
26	2013	Ford E-450 Eldorado	11	1FDFE4FS0DDA93088	42-48	99,432	Yes	Yes	10	200,000	Yes	Yes	$85,000	Yes	13	G	No
27	2014	MV-1	14	57WMD1A67EM100171	42-49	48,482	Yes	Yes	8	100,000	Yes	Yes	$53,000	Yes	4	G	No
28	2014	Ford E-450 Eldorado	11	1FDFE4FS9EDA99084	42-50	83,110	Yes	Yes	10	200,000	Yes	Yes	$85,000	Yes	13	G	No
29	2014	Ford E-450 Eldorado	11	1FDFE4FS4EDA83620	42-51	79,272	Yes	Yes	10	200,000	Yes	Yes	$85,000	Yes	13	G	No
30	2017	Ford E-450 Eldorado	11	1FDFE4FS2HDC75879	45-52	13,943	Yes	Yes	10	200,000	Yes	Yes	$105,452	Yes	13	P	No
31	2017	Ford E-450 Eldorado	11	1FDFE4FS9HDC75880	42-53	14,029	Yes	Yes	10	200,000	Yes	Yes	$105,452	Yes	13	P	No
32	2017	Ford E-450 Eldorado	11	1FDFE4FS0HDC75881	42-54	15,728	Yes	Yes	10	200,000	Yes	Yes	$105,452	Yes	13	P	No

Required by 49 CFR § 625.43.b and RCW 81.112.086

Appendix B

Facilities Inventory 2018

Public Transportation Management System
Owned Facility Inventory

Agency RiverCities Transit

Refer to instructions for facility code

No.	Facility Code	Facility Name	Condition (points)	Age (Year)	Remaining Useful Life	Replacement Cost ($)	Comments *(If more than two lines, attach a separate comment page)*
1	11	Longview City Shop Bus Bays	3	37	2	**$2,000,000.00**	Cost estimated as it is attached to existing building
2	20	Bus Barn	3	37	2		Roof replaced in 2010
3	6	Downtown Transit Center	3	25	15	**$2,000,000.00**	Reconstruction in 2019 for expansion
4	23	Longview City Shop - shared use	2	40+	0	**TBD**	This facility is shared with other City divisions.
5							
6							
7							
8							
9							
10							
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18							
19							
20							
21							
22							

Required by 49 CFR § 625.43.d and RCW 81.112.086

Appendix C

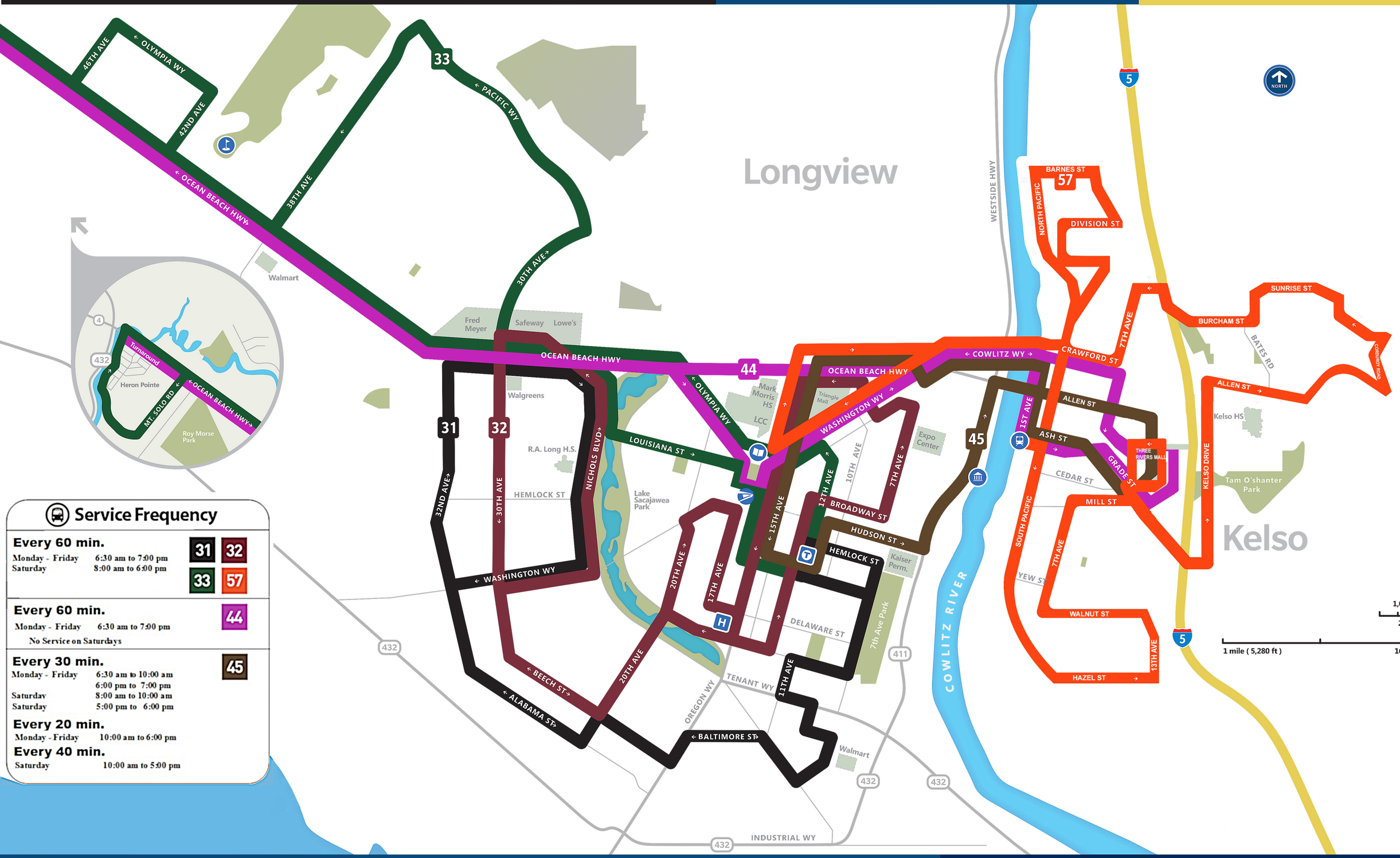
2018 System Map and Schedule

System Map & Schedule

EFFECTIVE 6-11-2018

Holidays with no bus service
New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, and Christmas Day.

Alternate Routes
Route alterations may occur due to road conditions.



Service Frequency

Every 60 min. — 31 32 33 57
Monday - Friday 6:30 am to 7:00 pm
Saturday 8:00 am to 6:00 pm

Every 60 min. — 44
Monday - Friday 6:30 am to 7:00 pm
No Service on Saturdays

Every 30 min. — 45
Monday - Friday 6:30 am to 10:00 am
6:00 pm to 7:00 pm
Saturday 8:00 am to 10:00 am
Saturday 5:00 pm to 6:00 pm

Every 20 min.
Monday - Friday 10:00 am to 6:00 pm

Every 40 min.
Saturday 10:00 am to 5:00 pm

Legend

- County Courthouse
- Amtrak/Greyhound
- Post Office
- Library
- Park
- Water
- Transit Center
- Hospital
- Interstate 5
- Bus direction

360.442.5663 www.rctransit.org