



Agenda - Amended

Cowlitz Transit Authority

*Dennis Weber (Chair), Chet Makinster (Vice Chair),
Lisa Alexander, Jeffrey McAllister, Mike Wallin,
Anthony Harris (Nonvoting), Nancy Malone (Alternate)
Arne Mortensen (Alternate), MaryAlice Wallis (Alternate)*

Wednesday, May 12, 2021

4:00 PM

Virtual Zoom Webinar

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the Cowlitz Transit Authority will conduct a virtual Zoom meeting on Wednesday, May 12, 2021 at 4:00 p.m.

All members of the public are encouraged to listen in to the meeting and participate via a moderator. For information about Zoom accessibility, please contact the Clerk of the Board's Office at (360) 442-5664.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/83467548898>

Dial any of the following numbers:

1 253 215 8782

1 669 900 6833

1 346 248 7799

1 408 638 0968

1 646 876 9923

1 301 715 8592

1 312 626 6799

Webinar ID: 834 6754 8898

In response to COVID-19 and public health concerns, and in concert with Governor Inslee's emergency proclamation, the meetings of the Cowlitz Transit Authority Board will be viewed as ZOOM virtual online webinars.

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **PUBLIC COMMENTS**

4. **CONSIDERATION OF MINUTES FOR THE APRIL 14, 2021 MEETING**

21-000712 April 14, 2021 CTA Board Meeting Minutes - DRAFT

5. **CONSENT CALENDAR**

21-000713 Invoice 2021-06 - City of Longview - June 2021 \$303,294.16

21-000714 2021 March County Treasurer's Report

21-000715 2021 March CTA Fund Balance Report

6. **REPORTS**

21-000716 2021 Annual Fixed Route Ridership

21-000717 2021 April Monthly Fixed Route Ridership

21-000718 2021 April LIFT Monthly Ridership

21-000719 2021 April CTA Ridership Graph

21-000720 PTBA Sales Tax Data 2021 vs 2020

21-000732 2021 April Fixed Route Boardings per Hour

21-000733 2021 April Average Passengers per Trip

7. **PUBLIC HEARING FOR 2021 PROPOSED FIXED ROUTE SERVICE CHANGE**

Presented by Jim Seeks and Tabitha Hayden

21-000734 SUMMARY STATEMENT:

Public Hearing for 2021 Proposed Fixed Route Service Change

RECOMMENDED ACTION:

Hold public hearing for the proposed 2021 service change and select the preferred route option;

THEN:

Motion to approve the 2021 Fixed Route Service Change to add Route 46

21-000735 RCT 2021 Proposed Service Change - AMENDED

8. **DRIVER HIRING UPDATE**

Presented by Amy Asher

9. **MANAGER'S REPORT**

Presented by Amy Asher

10. **ADJOURNMENT**



Minutes

Agenda

Cowlitz Transit Authority

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<https://us02web.zoom.us/j/83742139128>

Dial any of the following numbers:

1 253 215 8782

1 346 248 7799

1 408 638 0968

1 669 900 6833

1 301 715 8592

1 312 626 6799

1 646 876 9923

Webinar ID: 837 4213 9128

In response to COVID-19 and public health concerns, and in concert with Governor Inslee's emergency proclamation, the meetings of the Cowlitz Transit Authority Board will be viewed as ZOOM virtual online webinars.

1. CALL TO ORDER

Chair Weber called the meeting to order at 4:01 p.m.

2. ROLL CALL

Present: Chair Dennis Weber; Vice-Chair Chet Makinster; Member Lisa Alexander; Member Jeffrey McAllister

Absent: Member Mike Wallin; Member (Non-Voting) Anthony Harris; Member (Alternate) Nancy Malone; Member (Alternate) Arne Mortensen; Member (Alternate) MaryAlice Wallis

Staff Present: Amy Asher; Transit Manager, Ken Hash; City of Longview Public Works Director, Tabitha Hayden; Transit Supervisor, Jim Seeks; Transit Supervisor, Elizabeth Halili; Clerk of the Board

Others Present: Betsy Despain; Paratransit Manager, Ken Pearrow; CWCOC

3. PUBLIC COMMENTS

None.

4. CONSIDERATION OF MINUTES FOR THE MARCH 10, 2021 MEETING

A motion was made by Alexander, seconded by McAllister, to approve the minutes of the March 10, 2021, CTA Board meeting. The motion carried with all members voting in favor.

21-000670 March 10, 2021 CTA Board Meeting Minutes - DRAFT

5. CONSENT CALENDAR

A motion was made by Makinster, seconded by McAllister, to approve the Consent Calendar in its entirety. The motion carried with all members voting in favor.

21-000674 Invoice 2021-05 - City of Longview - May, 2021 \$303,294.16

21-000675 2021 February County Treasurer's Report

21-000676 2021 February CTA Fund Balance Report

6. REPORTS

21-000677 2021 Annual Fixed Route Ridership

21-000678 2021 March Monthly Fixed Route Ridership

21-000679 2021 March LIFT Monthly Ridership

21-000680 2021 March CTA Ridership Graph

21-000681 PTBA Sales Tax Data 2021 vs 2020

21-000690 2021 March Fixed Route Boardings per hour

21-000691 2021 March Average Passengers per Trip

7. 2021 RCT ADA PARATRANSIT SERVICE PLAN - PRESENTATION

Tabitha Hayden gave a PowerPoint presentation of the 2021 RCT ADA Paratransit Service Plan to the Board:

- The 2021 RCT ADA Paratransit Service Plan is a living document detailing RiverCities LIFT's operational practices. This FTA required document outlines the delivery of paratransit service. Staff annually certify to the FTA and the state that this plan is adopted and followed;
- The most recent plan adoption was in 2015;

Plan modifications to the proposed 2021 RCT ADA Paratransit Service Plan include:

- Adding a fourth eligibility classification:
 - Permanent Unconditional Eligibility may be granted to applicants who are determined unable to independently use the Fixed Route buses, including those whose mobility is not evolving and the likelihood of new technologies is not going to change their eligibility;
- Expansion of Visitors Eligibility:
 - If a visitor's disability is apparent, no documentation of disability will be required to utilize LIFT Services;
- Reservation Process:
 - Includes the information necessary for scheduling requests left on voicemail;
- Establishing a Pick Up Window:
 - A pickup window is a reasonable window around the negotiated pickup time that the LIFT vehicle will arrive to transport the passenger;

- Defining an Inclement Weather Agency Practice:
 - RiverCities LIFT service will mirror RiverCities Fixed Route service during inclement weather;
- Reasonable Accommodation:
 - Added Reasonable Accommodation definition and recognized the RCT Reasonable Accommodation Policy Document;
- Defining Operator Assistance:
 - Operators must remain within sight of the LIFT Vehicle;
 - Operators may assist passengers with boarding;
- Service Suspension Appeal:
 - Added a second appeals process for appealing suspension of service.

The staff invited public comment on the 2021 RCT ADA Paratransit Service Plan by placing signs in all LIFT and Fixed Route Buses, through Facebook posts, on the RiverCities Transit website, emails to social agencies, group homes, and committees, and by advertising in the Daily News and City Info Weekly;

- Implementation of the plan will include printing a new LIFT Rider's Guide and educating passengers and staff;
- RiverCities Transit requests that the Board adopt the 2021 RCT ADA Paratransit Service Plan.

21-000683 2021 RCT ADA Paratransit Service Plan Presentation

8. PUBLIC HEARING: 2021 RCT ADA PARATRANSIT SERVICE PLAN

Chair Weber opened the public hearing to hear comments on the 2021 RCT ADA Paratransit Service Plan at 4:17 p.m.

Public Comments:

- Ken Pearrow of the CWCOC thanked Tabitha Hayden and RiverCities Transit for putting together a good plan and continuing to provide needed service to the community. This helps the CWCOC meet its Human Services Transportation Plan goals and objectives.

With no further comments from the public, the hearing was closed at 4:19 p.m.

On a motion from McAllister, seconded by Makinster, the Cowlitz Transit Authority approved Resolution 2021-01 adopting the 2021 RCT ADA Paratransit Service Plan. The motion carried with all members voting in favor.

21-000684 SUMMARY STATEMENT:

Resolution 21-01 Approve 2021 ADA Paratransit Service Plan

RECOMMENDED ACTION:

Motion to Approve Resolution 2021-01

21-000685 Resolution No 2021-01 Approval 2021 ADA Paratransit Service Plan

21-000686 2021 ADA Paratransit Service Plan - Final Draft

21-000692 2021 ADA Paratransit Service Plan - Markup**9. PROPOSED SERVICE CHANGES**

Jim Seeks and Tabitha Hayden gave a PowerPoint presentation on proposed Fixed Route service changes:

- The staff proposes re-establishing limited service on former Route 56, re-designated as Route 46;
- If approved, this proposed change is expected to start in July 2021;
- Transit Operator staffing shortages have prevented the reinstatement of Route 56;
- The staff conducted a customer survey to assess current demand from March 19 - March 29, 2021. This survey was advertised on RCT buses and bus shelters, social media, the City of Longview Info Weekly, Kelso Longview Chamber of Commerce, and the Peach Jar. The survey focused on Kelso to Kelso, Kelso to Longview, and Longview to Kelso commutes;
- Seeks presented three Route 46 Alternatives based upon the results of the customer survey:
 - Alternative A: North Kelso to Walmart (via Barnes, Hilltop Market, Faith Center Food Bank, Three Rivers/Safeway, WinCo, LCC, Transit Center, Kaiser Clinic);
 - Alternative B: South Kelso to Walmart (via Three Rivers Mall/Safeway, Foster Farms, Amtrak, WinCo, LCC, Transit Center, Catlin/Main);
 - Alternative C: North and South Kelso to Transit Center (via Barnes, Hilltop Market, Faith Center Food Bank, Three Rivers Safeway, Foster Farms, Amtrak, WinCo, LCC, Kaiser Clinic);
- Staff will hold a public comment period from April 15 - May 11, 2021, to gather citizen feedback on the proposed route changes;
- Staff requests that the CTA Board hold a public hearing regarding the proposed changes during the next meeting on May 12, 2021.

21-000687 Service Change Proposal Apr 2021**10. ESTABLISH PUBLIC HEARING FOR PROPOSED SERVICE CHANGES**

A motion was made by McAllister, seconded by Alexander, to establish a public hearing to be held at the May 12, 2021, CTA Board meeting to receive comments on proposed service changes. The motion carried with all members voting in favor.

**21-000688 SUMMARY STATEMENT:
Establish Public Hearing for Proposed Service Changes**

RECOMMENDED ACTION:
Establish a public hearing to be held at the May 12, 2021 CTA Board Meeting to receive comments on proposed service changes

11. MANAGER'S REPORT

Amy Asher gave a brief report:

- Congress passed the American Rescue Plan Act of 2021 on March 11, 2021. RiverCities Transit will receive an allocation of \$2.1M as part of that plan for continued operations and capital projects as needed;
- WSTA asked Asher to serve as a panel member to testify before the Washington State House Transportation Committee to support the state's continued funding of transit's required ADA Paratransit program (House Bill 1564). Asher stated that if staff can get more state support for that program or maintain current funding; this will provide more flexibility by freeing up local funds;
- The Lexington Connector pilot project is still on the list for funding. Asher will keep the Board informed;
- Staff celebrated Transit Driver appreciation day on March 18, 2021. Asher thanked Tabitha Hayden for providing the drivers with goodie bags, etc., to enjoy as a token of the staff's appreciation for all of their hard work;
- The 2020 NTD report is due to the FTA at the end of April 2021;
- The Federal Triennial Review will be complete in June 2021;
- Staff will meet with WSTIP (Washington State Transit Insurance Pool) this week to review best practices;
- Jim Seeks has been meeting with Transit Drivers for refresher training.

Betsy Despaigne gave a brief report:

- March 2021 Paratransit ridership was up over February 2021 by 540 riders.

12. ADJOURNMENT

With no further business to discuss, Chair Weber adjourned the meeting at 4:41 p.m.

Elizabeth Halili, Clerk of the Board

Dennis Weber, Chairman

Date: 05/12/2021
Invoice # 2021-06

BILL TO Cowlitz Transit Authority
207 North 4th Avenue
Kelso WA 98626

[illegible]

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69701 TRANSIT AUTHORITY**930100 TRANSIT AUTHORITY**

Account Information	BARS Information	Beg Balance	Debits	Credits	Change	End Balance
1111000 CASH		152,950.70	364,271.72	- 364,279.44	- 7.72	152,942.98
1112000 WARRANTS OUTSTANDING		- 140.00	3,106.31	- 2,966.31	140.00	0.00
1180000 INVESTMENTS		4,930,228.18	360,448.13	0.00	360,448.13	5,290,676.31
2131020 ACCOUNTS PAYABLE - AP MODULE		0.00	3,691.31	- 3,691.31	0.00	0.00
2880000 UNRESERVED FUND BALANCE		- 4,258,241.74	0.00	0.00	0.00	- 4,258,241.74
3132100 PUBLIC TRANSPORTATION SYSTEM	8900000 DISTRICT ACTIVITIES	- 826,195.60	0.00	- 363,513.43	- 363,513.43	- 1,189,709.03
3611000 INVESTMENT EARNINGS	8900000 DISTRICT ACTIVITIES	- 456.07	0.00	- 448.13	- 448.13	- 904.20
3614000 OTHER INTEREST	8900000 DISTRICT ACTIVITIES	- 635.47	0.00	- 310.16	- 310.16	- 945.63
5492000 OTHER	8900000 DISTRICT ACTIVITIES	2,490.00	3,691.31	0.00	3,691.31	6,181.31
Total		0.00	735,208.78	- 735,208.78	0.00	0.00

COWLITZ TRANSIT AUTHORITY FUND BALANCES
For Period Ending: March 31, 2021

	<u>Current Period</u>	<u>Y-T-D</u>
COWLITZ TRANSIT AUTHORITY		
Beginning Balance: March 1, 2021		\$ 4,258,241.74
CTA Revenue		
Metro Sales Tax	363,513.43	1,189,709.03
Interest Earnings/Investments	448.13	904.20
Local Sales Interest	310.16	945.63
LCC Ridership Agreement	-	-
Other Miscellaneous Revenue	-	-
Subtotal	\$ 364,271.72	\$ 1,191,558.86
CTA Expenditures		
City of Longview	-	-
City of Longview - Audit Services	-	-
Legal Counsel	-	1,040.00
Transit Center Security Services	725.00	2,175.00
Subsistence - Meals	-	-
Cowlitz-Wahkiakum Council of Governments	2,966.31	2,966.31
Subtotal	\$ 3,691.31	\$ 6,181.31
CTA Ending Balance		\$ 5,443,619.29
CITY OF LONGVIEW		
Beginning Balance: March 1, 2021		\$ 1,617,906.72
Longview Revenue		
Farebox/Pass Sales	8,147.33	22,429.04
State Pool - Interest	98.51	444.65
Payments from CTA	-	-
Federal Grant Competitive - 5339 - Transit Center	-	-
Federal Grant Competitive- 5339 Replacement Buses	-	-
Federal Grant Competitive- 5307 Flex - Transit Center	161,651.00	161,651.00
Federal Grant - 5307 Formula- Operating	-	-
Federal Grant - CARES ACT 5307 Formula-Operating	306,737.00	306,737.00
Federal Grant Competitive- 5310 - Replacement Buses	-	-
Federal Grant Competitive- 5310 Paratransit Operating	74,978.00	74,978.00
State Special Needs Formula Grant - Paratransit Operating	49,986.00	49,986.00
WSTIP Risk Management Grant	-	-
Paratransit Office Space Rental	901.21	2,703.63
Cashier Over-Short / NSF	-	1,248.52
Insurance Recoveries	336.97	2,799.97
Other Recoveries / Guest Rider	-	-
Miscellaneous Adjustments/Settlements	-	0.09
Subtotal	\$ 602,836.02	\$ 622,977.90
Longview Expenditures		
Subtotal	\$383,800.41	\$1,101,507.44
Longview Ending Balance		\$ 1,139,377.18
Combined CTA & Longview Ending Balance		\$ 6,582,996.47

RIVERCITIES TRANSIT
RIDERSHIP BY THE YEAR

YEAR	ROUTE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2021	30		488	936	976									2,400
	31	2,687	2,270	2,991	3,047									10,995
	32	1,461	1,424	1,861	1,980									6,726
	33	1,844	1,406	1,940	2,196									7,386
	44		553	1,240	1,265									3,058
	45	3,763	3,278	4,891	4,803									16,735
	57	926	912	1,452	1,538									4,828
TOTAL		10,681	10,331	15,311	15,805									52,128

YEAR	ROUTE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2020	30	1,477	1,489	1,290					765	779	962	664	734	8,160
	31	5,084	5,704	4,363	2,970	2,940	3,360	3,303	2,821	2,884	3,204	2,709	3,137	42,479
	32	4,206	4,287	3,023	1,541	1,655	1,991	2,151	2,049	1,988	2,280	1,820	1,883	28,874
	33	4,036	3,582	2,992	1,729	1,864	2,159	2,344	1,948	1,947	2,269	1,827	1,950	29,095
	44	2,043	2,131	1,801					940	1,123	1,148	931	887	11,004
	45	8,461	8,689	6,780	3,991	3,948	4,976	5,354	4,485	4,279	4,835	3,952	4,353	64,103
	57	3,250	3,152	2,274	1,065	973	1,446	1,556	1,424	1,361	1,574	1,117	1,196	20,388
TOTAL		28,557	29,482	22,523	11,296	11,380	13,932	14,708	14,432	14,361	16,272	13,020	14,140	204,103

YEAR	ROUTE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2019	30											455	1238	1,693
	31	6,989	5,734	5,954	6,350	6,176	5,497	5,975	6,522	5,350	6,332	5,494	4,713	71,086
	32	5,787	4,546	4,727	5,044	5,200	4,091	4,460	4,552	4,221	5,114	4,151	3,625	55,518
	33	3,750	3,582	3,747	3,873	3,896	3,610	3,381	3,586	3,305	3,969	3,655	3,455	43,809
	44	2,410	2,108	2,091	2,294	2,386	2,162	2,113	2,133	1,938	2,356	2,029	2,002	26,022
	45	9,099	8,185	8,759	9,102	9,239	7,596	8,172	8,954	8,261	9,742	8,250	7,504	102,863
	57	3,074	2,821	2,953	3,106	3,222	2,687	2,511	2,578	2,416	2,982	2,878	2,512	33,740
TOTAL		31,109	26,976	28,231	29,769	30,119	25,643	26,612	28,325	25,491	30,495	26,912	25,049	334,731

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

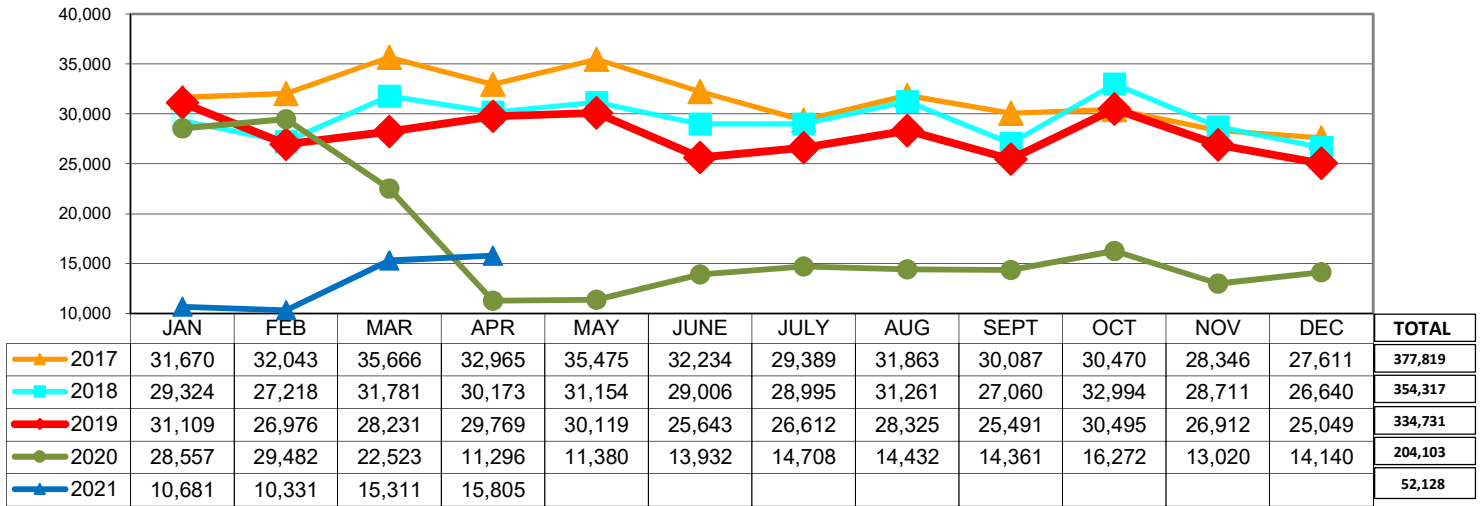
RIVERCITIES TRANSIT DAILY RIDERSHIP REPORT

Apr-21

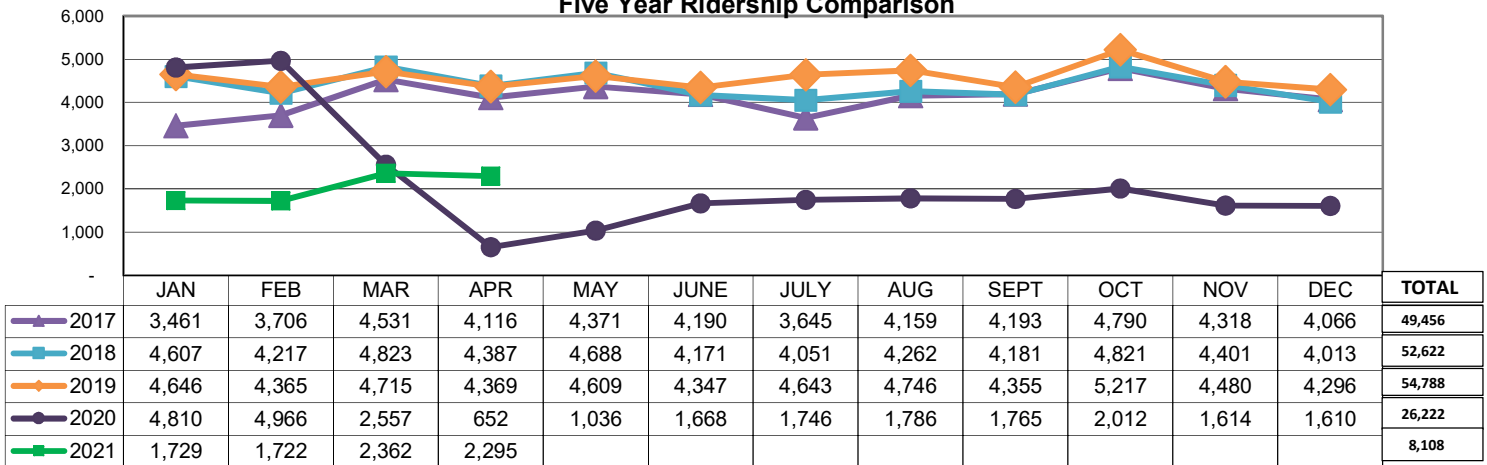
DATE	TRIPPER	ROUTE 30	ROUTE 31	ROUTE 32	ROUTE 33	ROUTE 44	ROUTE 45 A	ROUTE 45 B	ROUTE 57	TOTAL
1		56	141	77	111	68	163	103	85	804
2		48	131	104	85	60	148	69	70	715
3 S			100	39	78		135		45	397
4										
5		52	118	104	132	63	128	95	104	796
6		64	132	96	104	44	126	91	70	727
7		40	103	101	88	75	121	82	64	674
8		51	116	96	100	67	116	84	57	687
9		40	138	105	94	63	107	77	73	697
10 S			120	40	58		106		42	366
11										
12		50	107	82	98	54	123	70	54	638
13		52	117	75	72	60	122	54	65	617
14		36	125	67	73	57	107	67	66	598
15		44	98	74	91	61	95	63	52	578
16		55	164	70	52	55	107	80	73	656
17 S			119	59	52		130		49	409
18										
19		35	100	91	86	50	118	75	58	613
20		44	114	59	91	61	102	65	39	575
21		49	120	78	95	62	130	101	38	673
22		38	96	91	93	52	125	76	57	628
23		28	112	82	91	50	104	88	72	627
24 S			108	48	57		96		31	340
25										
26		50	121	82	69	55	127	81	60	645
27		38	121	70	88	50	101	51	51	570
28		37	107	75	78	62	122	77	43	601
29		23	107	59	77	50	103	105	58	582
30		46	112	56	83	46	128	59	62	592
TOTAL (26)		976	3047	1980	2196	1265	3090	1713	1538	15805
WEEKDAY TOTAL (22)		976	2600	1794	1951	1265	2623	1713	1371	14293
SATURDAY/REDUCED DAY TOTAL (4)			447	186	245		467		167	1512
DAILY AVERAGE		44	117	76	84	58	119	78	59	608
WEEKDAY AVERAGE		44	118	82	89	58	119	78	62	652
SATURDAY/REDUCED DAY AVERAGE			112	47	61		117		42	378

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
4/1/2021	88	80	6	2	54	26	32.50%	1.71	4	4
4/2/2021	93	79	10	4	59	20	25.32%	2.02	5	1
4/3/2021	49	46	3	0	32	14	30.43%	1.61	4	0
4/5/2021	82	74	8	0	60	14	18.92%	1.73	7	2
4/6/2021	115	105	10	0	82	23	21.90%	1.96	6	1
4/7/2021	102	90	12	0	69	21	23.33%	1.90	3	2
4/8/2021	106	91	15	0	66	25	27.47%	1.81	8	0
4/9/2021	99	91	8	0	60	31	34.07%	1.92	6	3
4/10/2021	57	51	6	0	37	14	27.45%	1.86	10	0
4/12/2021	71	65	6	0	54	11	16.92%	1.65	14	2
4/13/2021	103	89	14	0	62	27	30.34%	1.93	6	0
4/14/2021	121	103	18	0	82	21	20.39%	1.99	5	0
4/15/2021	105	95	10	0	62	33	34.74%	1.78	6	1
4/16/2021	94	84	10	0	60	24	28.57%	1.70	6	1
4/17/2021	57	49	8	0	39	10	20.41%	1.80	3	0
4/19/2021	82	73	9	0	59	14	19.18%	1.70	8	3
4/20/2021	110	102	8	0	82	20	19.61%	1.84	14	0
4/21/2021	107	91	16	0	72	19	20.88%	1.94	3	1
4/22/2021	88	82	6	0	70	12	14.63%	1.75	11	0
4/23/2021	84	69	15	0	53	16	23.19%	1.98	6	0
4/24/2021	40	38	2	0	26	12	31.58%	1.36	13	0
4/26/2021	73	66	7	0	56	10	15.15%	1.70	9	2
4/27/2021	109	100	9	0	74	26	26.00%	1.90	3	1
4/28/2021	91	79	12	0	57	22	27.85%	1.82	8	1
4/29/2021	92	82	10	0	62	20	24.39%	1.69	1	0
4/30/2021	77	68	9	0	57	11	16.18%	1.60	6	0
	2295	2042	247	6	1546	496	24.28%	1.79	175	25

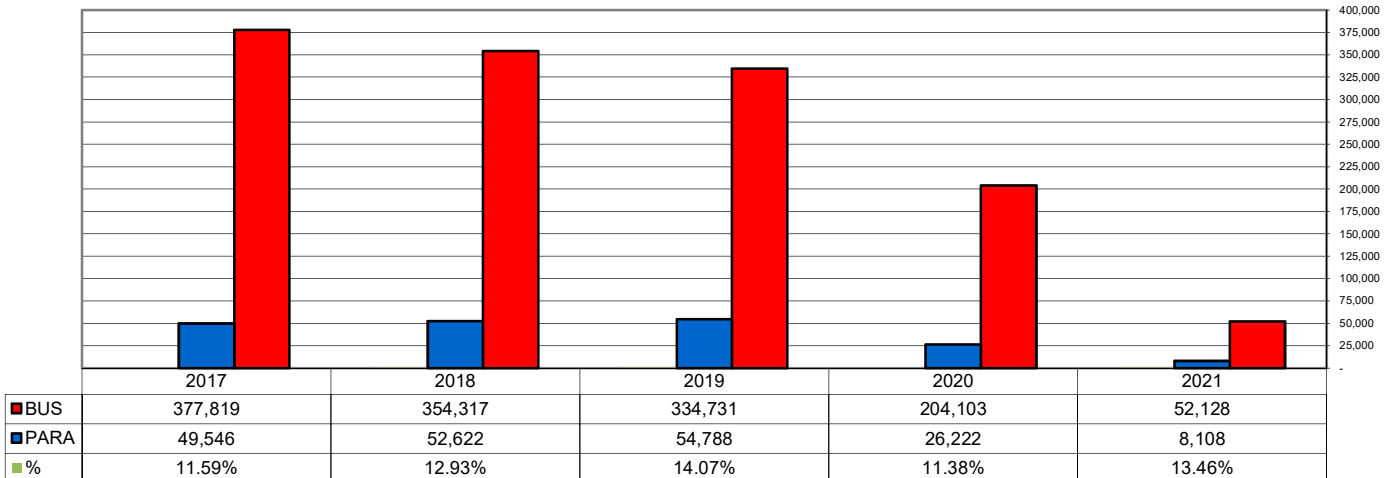
RiverCities Transit Fixed Route Five Year Ridership Comparison

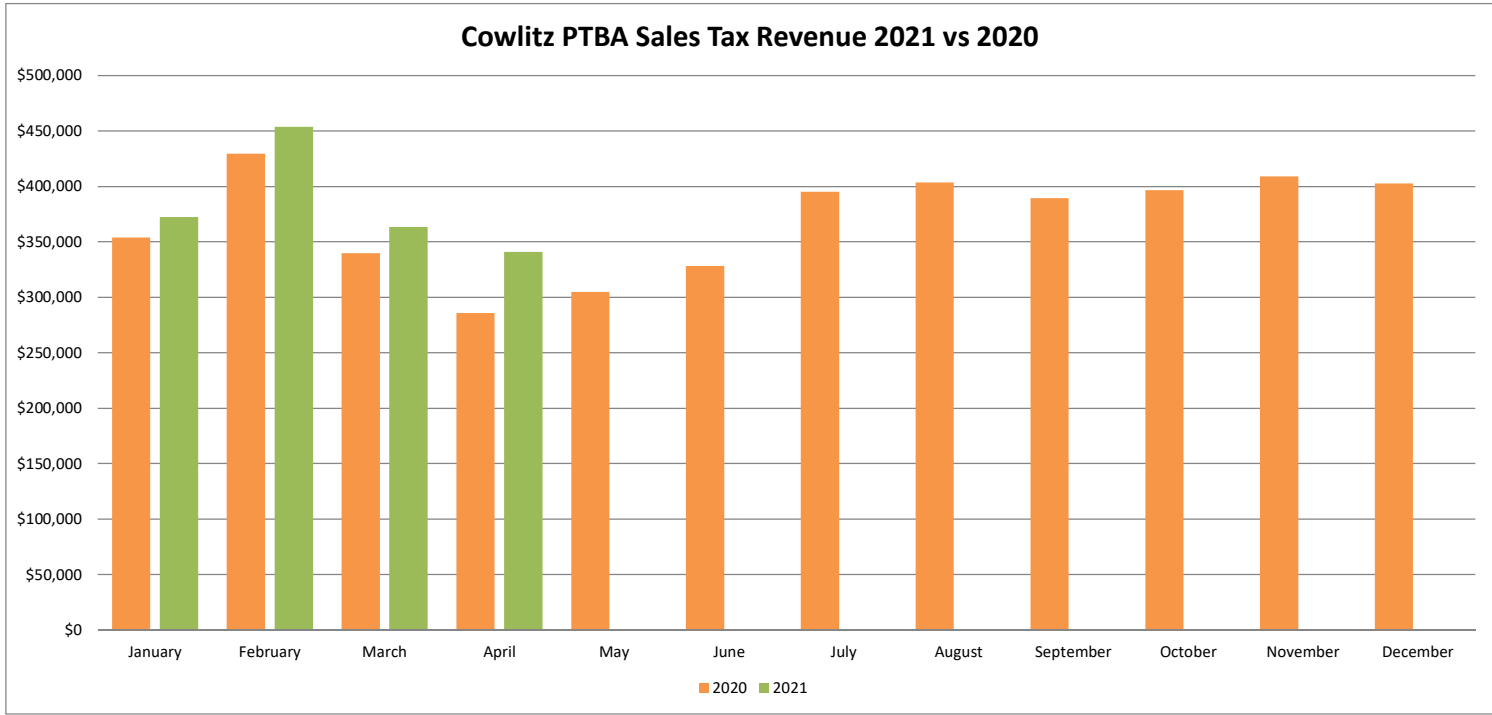
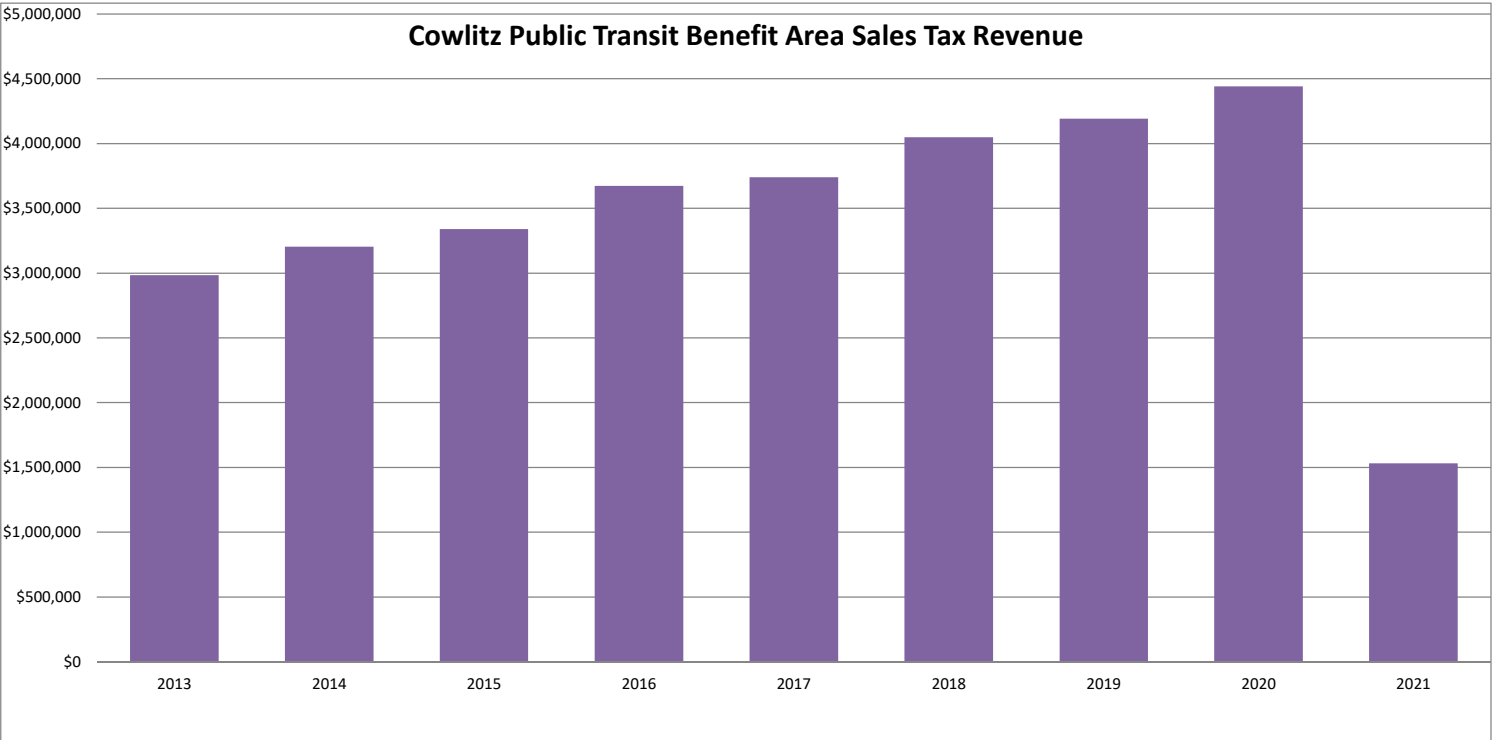


RiverCities Transit Paratransit Five Year Ridership Comparison



Comparison of Ridership Bus and Paratransit Ridership





Ridership by Hour
4/1/2021 - 4/30/2021

Weekday - Passengers by Hour

Route	630	700	800	900	1000	1100	1200	1300	1400	1500	1600	1700	1800	TOTAL
31	2	57	131	209	262	230	283	328	273	269	214	216	126	2,600
32	4	34	69	141	205	168	234	211	180	195	160	148	45	1,794
33	1	67	175	175	178	197	218	184	175	200	161	130	90	1,951
Route	630	720	820	920	1020	1120	1220	1320	1420	1520	1620	1720	1820	
44	20	77	54	144	136	127	121	164	125	102	89	86	20	1,265
57	22	82	69	92	106	113	95	136	132	158	163	141	62	1,371
Route					1030	1130	1230	1330	1430	1530	1630			
30					122	138	163	155	147	154	97			976
Route	<u>630</u>	<u>700</u>	<u>730</u>	<u>800</u>	not shown for brevity					<u>1700</u>	<u>1720</u>	<u>1800</u>	<u>1830</u>	
45A	70	60	65	123							40	64	22	2,623
45B										128				<u>1,713</u>
Total 45														4,336

Saturday - Passengers by Hour

Route	800	900	1000	1100	1200	1300	1400	1500	1600	1700			
31	18	34	37	47	69	47	72	47	47	29	447		
32	6	23	22	17	24	20	21	19	29	5	186		
33	13	25	17	27	40	28	19	35	22	19	245		
Route	820	920	1020	1120	1220	1320	1420	1520	1620	1720			
57	10	14	21	18	14	22	31	18	6	13	167		
Route	<u>800</u>	<u>830</u>	<u>900</u>	<u>930</u>	not shown for brevity				<u>1600</u>	<u>1630</u>	<u>1700</u>	<u>1730</u>	
45A	14	15	25	13					37	23	9	12	467

Total Fixed Route

15,805

Average Passengers per Trip																
4/1/2021 - 4/30/2021																
Weekday																
	Route	630	700	800	900	1000	1100	1200	1300	1400	1500	1600	1700	1800	Passengers per Revenue Service Hr	Avg daily boardings
	31	0.1	2.6	6.0	9.5	11.9	10.5	12.9	14.9	12.4	12.2	9.7	9.8	5.7	9.5	118
	32	0.2	1.5	3.1	6.4	9.3	7.6	10.6	9.6	8.2	8.9	7.3	6.7	2.0	6.5	82
	33	0.0	3.0	8.0	8.0	8.1	9.0	9.9	8.4	8.0	9.1	7.3	5.9	4.1	7.1	89
	Route	630	720	820	920	1020	1120	1220	1320	1420	1520	1620	1720	1820		
	44	0.9	3.5	2.5	6.5	6.2	5.8	5.5	7.5	5.7	4.6	4.0	3.9	0.9	4.6	58
	57	1.0	3.7	3.1	4.2	4.8	5.1	4.3	6.2	6.0	7.2	7.4	6.4	2.8	5.0	62
	Route					1030	1130	1230	1330	1430	1530	1630				
	30					5.5	6.3	7.4	7.0	6.7	7.0	4.4			6.3	44
	Route	630	700	730	800	not shown for brevity					1700	1720	1800	1830		
	45A	3.2	2.7	3.0	5.6							1.8	2.9	1.0	9.6	119
	45B										5.8				11.0	78
	Total 45														10.1	197
Saturday																
	Route			800	900	1000	1100	1200	1300	1400	1500	1600	1700		Passengers per Revenue Service Hr	Avg daily boardings
	31			4.5	8.5	9.3	11.8	17.3	11.8	18.0	11.8	11.8	7.3		11.2	112
	32			1.5	5.8	5.5	4.3	6.0	5.0	5.3	4.8	7.3	1.3		4.7	47
	33			3.3	6.3	4.3	6.8	10.0	7.0	4.8	8.8	5.5	4.8		6.1	61
	Route			820	920	1020	1120	1220	1320	1420	1520	1620	1720			
	57			2.5	3.5	5.3	4.5	3.5	5.5	7.8	4.5	1.5	3.3		4.3	42
	Route		800	830	900	not shown for brevity					1600	1630	1700	1730		
	45A		3.5	3.8	6.3					9.3	5.8	2.3	3.0		11.7	117
System Productivity															7.3	

	Red	Less than 3.0 passengers per hour											
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Cowlitz Transit Authority

Agenda Summary

PUBLIC HEARING FOR 2021 PROPOSED FIXED ROUTE SERVICE CHANGE

SUMMARY STATEMENT:

The Cowlitz Transit Authority bylaws Section 5.3 states that the Authority shall hold a public hearing to solicit public comment on any change in transit service routes amounting to a change in excess of 20% of the total distance of any one route. Staff's proposed change in adding Route 46 meets this criterion.

In late 2017, the Authority approved a service plan moving seven (7) of the 12 service hours per day from Route 56, which was the least productive route, to provide a second bus on Route 45. Doing so addressed many service issues on the latter route.

The goal of the proposed 2021 service change is to schedule the remaining five (5) services hours per day where those hours can be most effective within Kelso.

Staff conducted a survey in the second half of March 2021, soliciting time of day, origin and desired destination information from riders, so that three routing options were developed for further feedback. Also based on that survey, service would operate from approximately Noon until 5:00 p.m., Monday through Friday.

Based on staffing, service is expected to start in mid to late July, 2021.

Notices of the proposed route options were posted on the buses, social media, on the RCT website and in the Daily News. Public comments on a preferred option were solicited by way of an electronic survey and direct comments received by customer service staff.

Details of the second survey, through May 6, 2021, are provided in the attached presentation. Staff will present any additional comments at the public hearing.

BUDGET:

The cost of the service change is included in the approved budget.

RECOMMENDED ACTION:

Hold public hearing for the proposed 2021 service change and select the preferred route option;

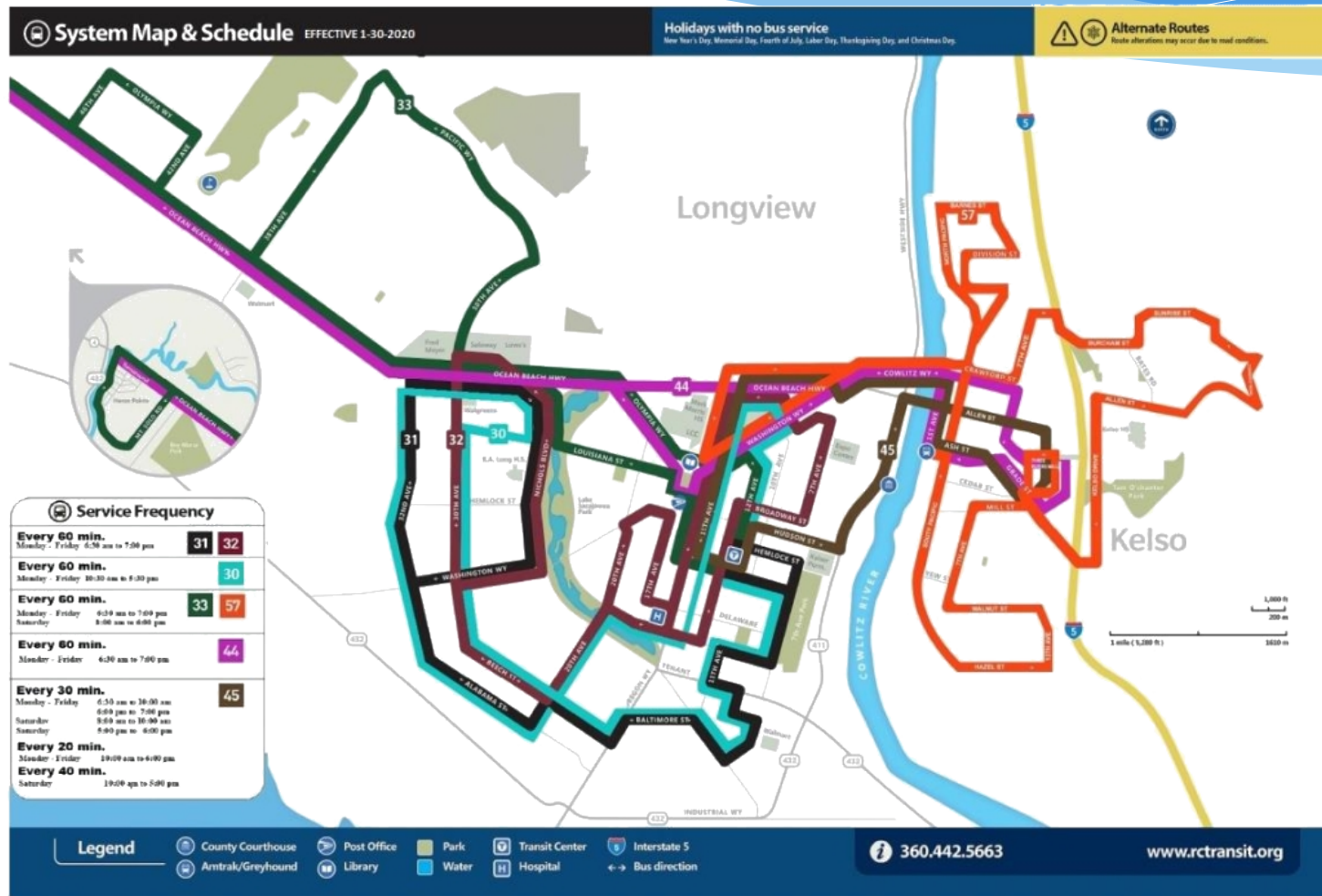
THEN:

Motion to approve the 2021 Fixed Route Service Change to add Route 46.

Attachments:

RCT 2021 Proposed Service Change

System Map & Schedule



RiverCities Transit

Proposed Service Change

Based on customer feedback, RCT proposes re-establishing limited service on former Route 56, re-designated as Route 46.

Further details about the proposed change are outlined on the following pages.

This proposed change is expected to start in mid to late July 2021.



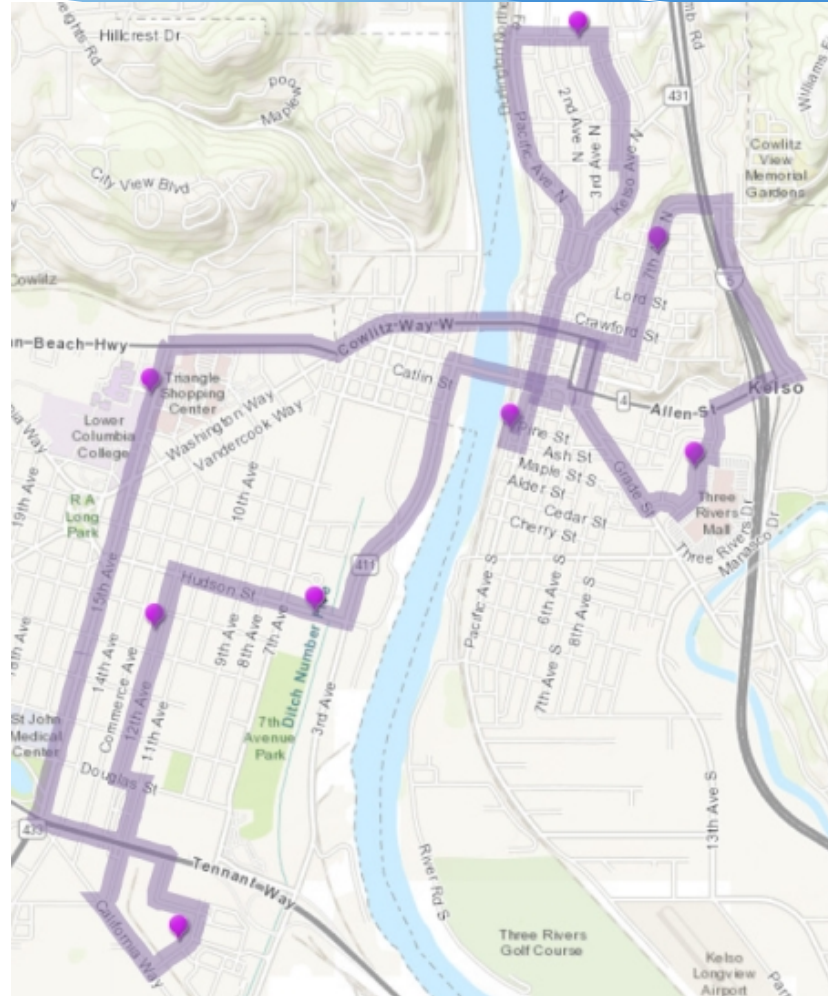
Goals: More Frequent Service, Improved Connections, Expense Neutral

Route 46 Alternatives

All route alternatives depart Amtrak at :50 minutes after the hour; first departure at 11:50 a.m., last departure at 3:50 p.m.

- * Alternative A: North Kelso to Walmart (via Barnes, Hilltop Market, Faith Center Food Bank, Three Rivers Safeway, WinCo, LCC, Transit Center, Kaiser Clinic)
- * Alternative B: South Kelso to Walmart (via Three Rivers Mall/Safeway, Foster Farms, Amtrak, WinCo, LCC, Transit Center, Catlin/Main)
- * Alternative C: North and South Kelso to Transit Center (via Barnes, Hilltop Market, Faith Center Food Bank, Three Rivers Safeway, Foster Farms, Amtrak, WinCo, LCC, Kaiser Clinic)

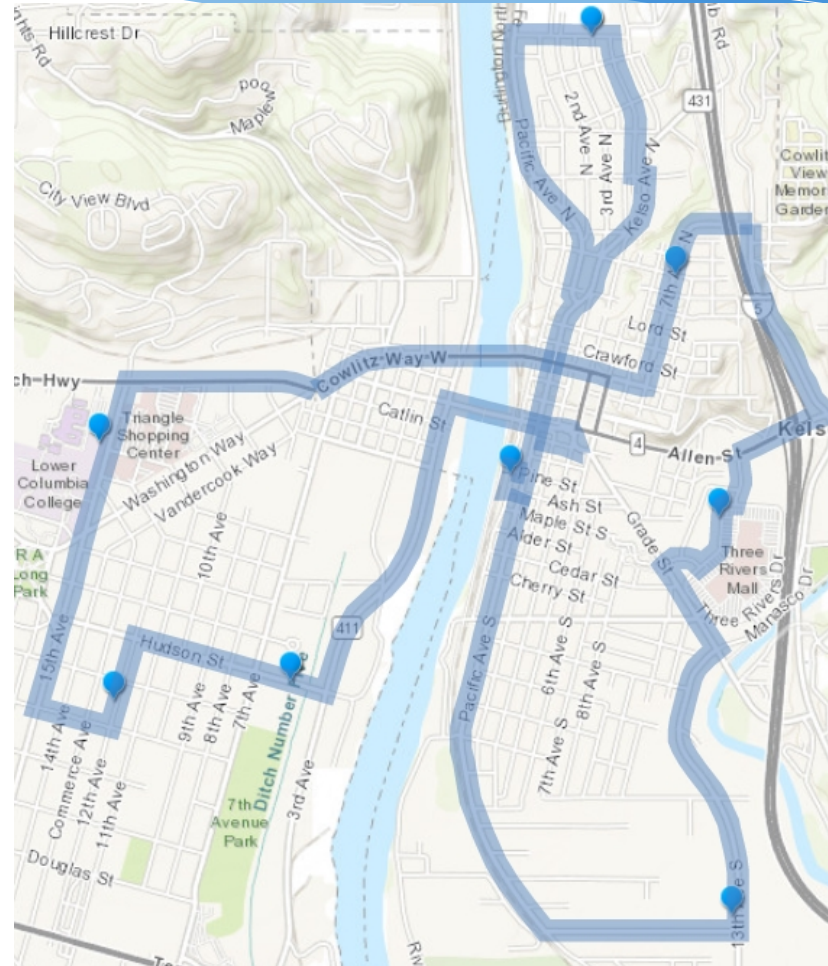
Alternative A – North Kelso to Walmart



Alternative B – South Kelso to Walmart



Alternative C – North & South Kelso to Transit Center



Gathering input

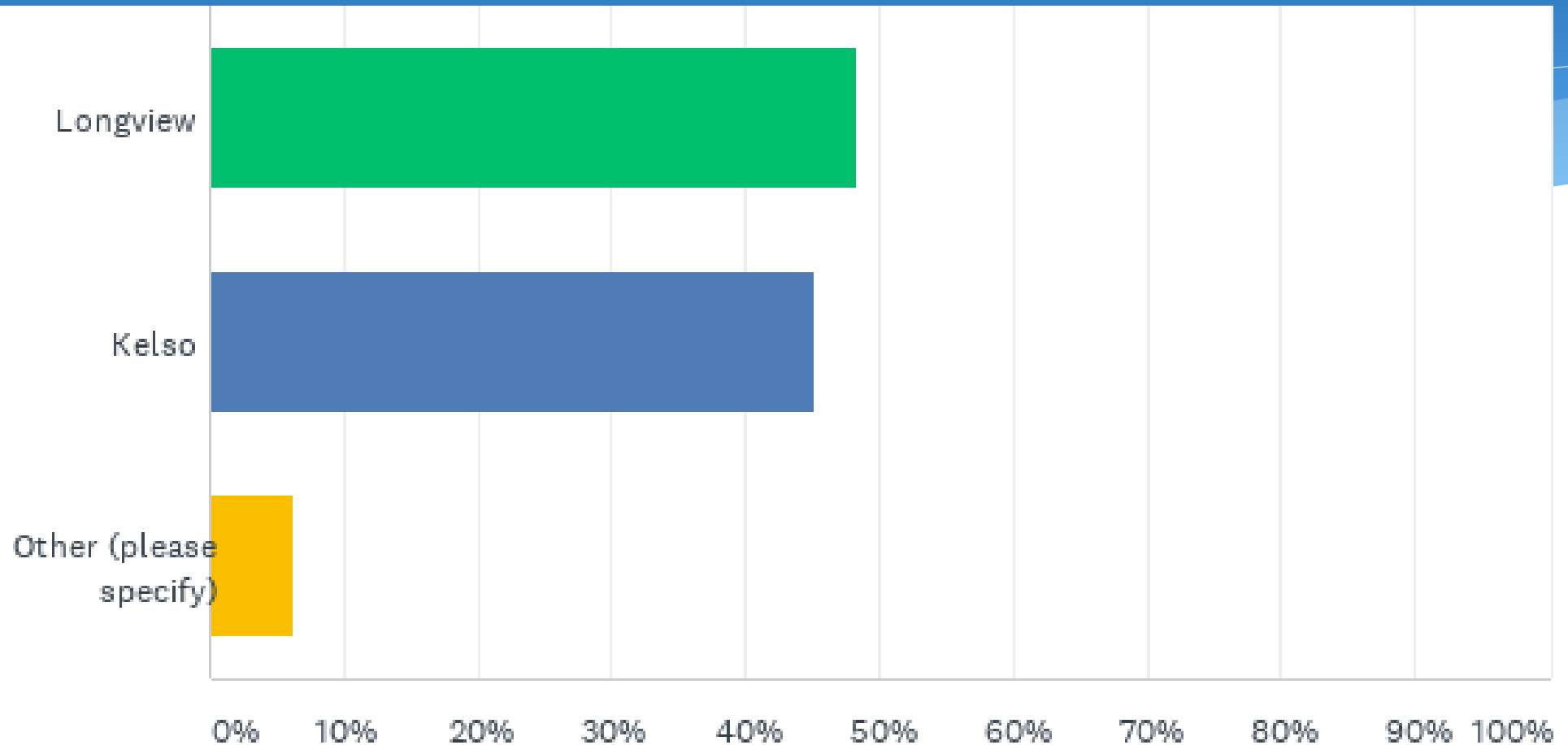
You can provide us with your comments in the following ways:

- * In person at the Transit Center. Our customer service representative will happily record your comments for you;
- * In writing on the provided customer comment forms;
- * By E-mail at customerservice@rctransit.org;
- * By Facebook at RiverCities Transit;
- * Call us at 360-442-5663; or
- * Provide comments at the CTA Board Meeting May 12.

Second Customer Survey

- * The survey was advertised as noted on the previous slide, as well as on the radio.
- * Brochures with descriptions and maps of each route option were provided on board all buses and at the lobby of the Transit Center.
- * Similar information was available on the RCTransit.org website, with a link to the survey.

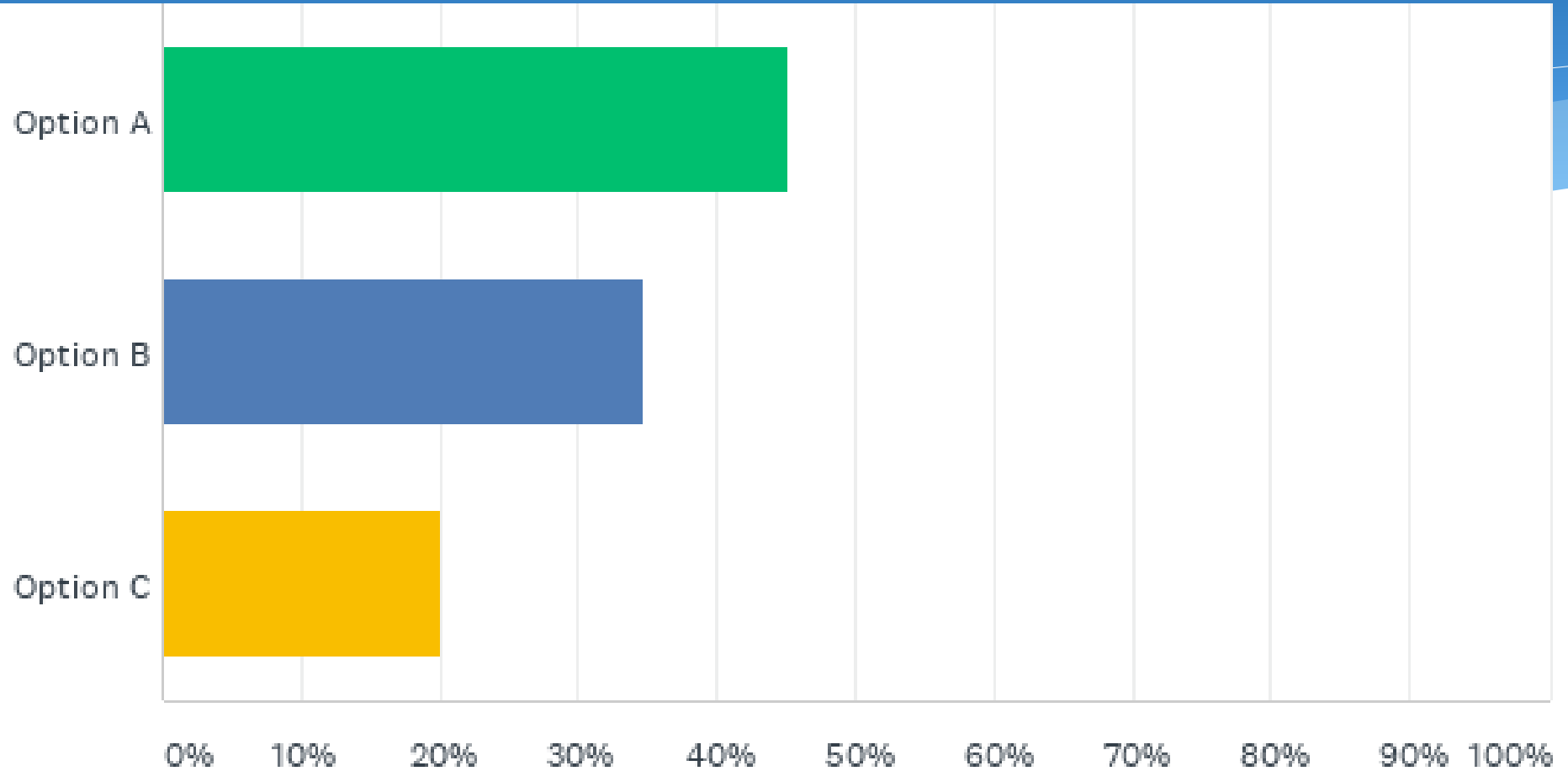
Q1: Which city do you reside in?



Q1: Which city do you reside in?

ANSWER CHOICES	RESPONSES	
Longview	48.42%	46
Kelso	45.26%	43
Other (please specify)	6.32%	6
TOTAL		95

Q2: Pick your favorite Route 46



Q2: Pick your favorite Route 46

ANSWER CHOICES	RESPONSES	
Option A	45.26%	43
Option B	34.74%	33
Option C	20.00%	19
TOTAL		95

Q3: Do you have any additional feedback on Route 46

* Answered: 17 Skipped: 78

#	RESPONSES	DATE
1	The only feedback I've had from customers has been option B.	5/11/2021 2:29 PM
2	This one allows for riders from N Kelso to access the industrial area of kelso and allows for transfers to other buses to access both Walmarts.	5/7/2021 3:27 PM
3	Would like the buses to run later in the day.	5/5/2021 2:07 PM
4	Wish the bus would start sooner then end of summer if it can.	5/3/2021 1:55 PM
5	no	5/1/2021 11:28 PM
6	Let's go!	4/30/2021 5:52 PM
7	In favor of the Hawthorn stop. I like that it goes to the 7th Ave Walmart.	4/30/2021 4:58 PM
8	No	4/28/2021 6:39 AM
9	Have one that can take people to Kelso High/Coweeman. Only one bus an hours goes by there and that's not helpful for students or their families.	4/27/2021 1:56 PM
10	Easy for drivers (46) driving the Route. Short path, simple to remember.	4/27/2021 11:52 AM
11	None	4/26/2021 7:20 AM
12	Go in the opposite direction as 57. One clockwise, the other counterclockwise. Like 56 was.	4/23/2021 3:31 PM
13	No	4/23/2021 2:56 PM
14	Yeah I would like new route bus 46 interested great	4/23/2021 1:37 PM
15	The description doesn't really make clear which direction it begins, towards either south or north Kelso, but it's still my favorite by a nose over A either way.	4/22/2021 2:48 PM
16	None at this time	4/21/2021 2:59 PM
17	No	4/21/2021 1:33 PM

Next Steps

