



Agenda

Cowlitz Transit Authority

*Dennis Weber (Chair), Mike Wallin (Vice Chair),
Lisa Alexander, Kim LeFebvre, MaryAlice Wallis
Anthony Harris (Nonvoting), Spencer Boudreau (Alternate),
Mike Karnofski (Alternate), Arne Mortensen (Alternate)*

Wednesday, May 25, 2022
Resumed from:
Wednesday, May 11, 2022

4:00 PM

Longview Council Chambers
1525 Broadway St, Longview
Hybrid Meeting

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, the Cowlitz Transit Authority will resume the Wednesday May 11, 2022 regular board meeting on **Wednesday May 25, 2022 at 4:00 p.m.** in the Longview City Hall Council Chamber, 1525 Broadway St, Longview, WA. This meeting is also available by Zoom.

Agendas are made available the Friday before the meeting at www.mylongview.com under "Agendas & Minutes".

Zoom meeting link: <https://us02web.zoom.us/j/89286140581>

Telephone options (dial any of the following numbers):

1 253 215 8782
1 408 638 0968
1 669 900 6833
1 346 248 7799
1 312 626 6799
1 646 876 9923
1 301 715 8592

Webinar ID: 892 8614 0581

For information about Zoom accessibility, please contact the Clerk's Office at (360) 442-5664. Longview City Hall is accessible for persons with disabilities. Special equipment to assist the hearing impaired is also available. Please contact the Clerk's Office at (360) 442-5664 at least forty-eight (48) hours in advance if you require special accommodations to attend the meeting.

Written comments may be submitted up to forty-eight (48) hours in advance via email at customerservice@rctransit.org.

Next meeting

Wednesday, June 8, 2022
4:00 p.m. – Regular Board Meeting

1. **CALL TO ORDER – RESUME MAY 11, 2022 REGULAR CTA BOARD MEETING**

2. **ROLL CALL**

3. **PUBLIC COMMENTS**

4. **CONSIDERATION OF MINUTES FOR THE APRIL 13, 2022 MEETING**

22-000278 April 13, 2022, CTA Board Meeting Minutes - DRAFT

5. **CONSENT CALENDAR - AMENDED**

22-000279 INV #2022-06 - City of Longview \$375,401.00

22-000280 INV April 1-30, 2022 - Randolph Law Firm \$40.00

22-000281 2022 March County Treasurer's Report

22-000282 2022 March CTA Fund Balance Report

22-000303 INV #2022-97 – CWCOC LKRATS Q3 \$1,942.56 - AMENDMENT

6. **REPORTS**

22-000283 2022 Annual Fixed Route Ridership

22-000284 2022 April Monthly Fixed Route Ridership

22-000285 2022 April Fixed Route Ridership per Hour

22-000286 2022 April Average Fixed Route Passengers per Trip

22-000287 2022 April Monthly LIFT Ridership

22-000288 2022 Five Year Ridership Graph

22-000289 PTBA Sales Tax Data 2022 vs 2021

7. **ESTABLISH PUBLIC HEARING FOR FARE POLICY CHANGE - ZERO FARE FOR 18 AND UNDER**
Presented by James Seek

22-000290 SUMMARY STATEMENT:

In compliance with the Cowlitz Transit Authority Bylaws, the board is required to establish a public hearing to receive comments regarding any changes in transit fares.

RECOMMENDED ACTION:

Motion to establish a public hearing to be held at the June 8, 2022, CTA Board Meeting to receive citizen input on the zero fare proposal for passengers aged 18 and under.

22-000291 ESSB 5974-S.SL Sec 422

22-000292 NOTICE OF PUBLIC HEARING - Proposed Fare Policy Change

8. **ESTABLISH PUBLIC HEARING FOR PROPOSED SERVICE CHANGE**

Presented by James Seeks

22-000293 SUMMARY STATEMENT:

The Cowlitz Transit Authority bylaws state that the CTA is to hold a public hearing to specifically 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 proposes a service change that fits this definition based on customer feedback and the inter-county transit service proposed by Twin Transit of Lewis County.

RECOMMENDED ACTION:

Establish a public hearing to be held at the June 8, 2022, CTA Board Meeting to receive public comments on the proposed service change.

22-000294 NOTICE OF PUBLIC HEARING - Proposed Service Change

9. **MANAGER'S REPORT**

Presented by James Seeks

10. **MISCELLANEOUS**

11. **ADJOURNMENT**



Minutes

Agenda

Cowlitz Transit Authority

*Dennis Weber (Chair), Mike Wallin (Vice Chair),
Lisa Alexander, Kim LeFebvre, MaryAlice Wallis
Anthony Harris (Nonvoting), Spencer Boudreau (Alternate),
Mike Karnofski (Alternate), Arne Mortensen (Alternate)*

Wednesday, April 13, 2022

4:00 PM

Zoom/Hybrid
Longview Council Chambers
1525 Broadway St, Longview

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, the Cowlitz Transit Authority will conduct a regular board meeting on Wednesday April 13, 2022 at 4:00 p.m. at the Council Chamber, City Hall, 1525 Broadway St, Longview. The meeting is also available by Zoom.

Please click the link below to join the meeting:

<https://us02web.zoom.us/j/86009746558>

Telephone options (you may need to try more than one number if you receive a busy signal):

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: 860 0974 6558

For information about Zoom accessibility, please contact the Board Clerk at (360) 442-5663. Longview 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 at least 48 hours in advance if you require special accommodations to attend the meeting.

Agendas are made available the Friday before the meeting at www.mylongview.com under "Agendas & Minutes".

Next meeting

Wednesday, May 11, 2022

4:00 p.m. – Regular Board Meeting

1. CALL TO ORDER

Vice-Chair Wallin called the meeting to order at 4:00 p.m.

2. ROLL CALL

Present: Vice-chair Mike Wallin; Member Lisa Alexander; Member MaryAlice Wallis; Member (Alternate) Arne Mortensen; Member (Non-Voting) Anthony Harris;

Absent: Chair Dennis Weber; Member Kim LeFebvre; Member (Alternate) Spencer Boudreau, Member (Alternate) Mike Karnofski

Staff Present: James Seek, Transit Manager; Tabitha Hayden, Transit Supervisor; Elizabeth Halili, Clerk of the Board

Others Present: Morrie Christensen, Paratransit Manager; Ken Pearrow, CWCOG

3. PUBLIC COMMENTS

None.

4. CONSIDERATION OF MINUTES FOR THE MARCH 9, 2022 MEETING

A motion was made by Wallis, seconded by Alexander, to approve the minutes of the March 9, 2022, CTA Board meeting. The motion carried unanimously.

22-000209 March 9, 2022, CTA Board Meeting Minutes - DRAFT

5. CONSENT CALENDAR

A motion was made by Alexander, seconded by Wallis, to approve the Consent Calendar in its entirety. The motion carried unanimously.

22-000210 INV #2022-05 - City of Longview \$375,401.00

22-000211 INV #2022-24 - CWCOG 2022 Member Dues \$593.00

22-000212 INV #2022-25 - CWCOG EDA Grant Match 2022 \$250.00

22-000213 CWCOG Sept 2021 Letter - 2022 Membership Dues & Program Grant Match

22-000214 2022 March County Treasurer's Report

22-000215 2022 February CTA Fund Balance Report

6. REPORTS

22-000216 2022 Annual Fixed Route Ridership

22-000217 2022 March Monthly Fixed Route Ridership

22-000228 2022 March Fixed Route Ridership by Hour

22-000229 2022 March Fixed Route Average Passengers per Trip**22-000218 2022 March LIFT Ridership****22-000219 2022 Five Year Ridership Graph****22-000220 PTBA Sales Tax Data 2022 vs 2021****7. REPORT ON ELECTRIC BUSES*****Presented by James Seeks***

James Seeks gave a brief PowerPoint presentation and report:

Key Points:

- Battery-powered buses can reduce the environmental and health risks associated with diesel buses;
- Advances in electric bus technology and a decline in battery costs have made E-buses a more attractive option. There are also potential maintenance cost savings;
- E-Buses are still an emerging technology. Reliability is inconsistent. Concerns include the battery charging systems and the buses themselves;
- The range is limited on E-Buses unless they are periodically recharged during the day;
- Fuel cost savings depend on transit agencies' favorable utility rate structures, including reduced off-peak energy rates and limited demand charges;
- Climate change funding is linked to Federal and State transit grants.

Next Steps:

- Eliminate the current diesel-only policy and shift future bus purchases from bio-diesel powered to hybrid diesel-electric powered;
- Continue to learn from the experience of other agencies with electric battery and hydrogen fuel cell buses;
- Work with the Fleet Manager on determining the infrastructure requirements to install plug-in chargers and wave induction chargers;
- Begin discussions with Cowlitz PUD on how to fuel an electric fleet economically;
- Look for grant and earmark opportunities to help fund the buses and infrastructure;
- Develop a transition plan leading to a 100% zero-emission fleet within 20 years.

**22-000221 SUMMARY STATEMENT:
Report on Electric Buses****RECOMMENDED ACTION:
Information only - no action required****22-000222 PowerPoint Presentation - Report on E-Buses****8. ELIMINATING REQUIREMENT TO PURCHASE ONLY DIESEL BUSES*****Presented by James Seeks***

A motion was made by Alexander, seconded by Wallis, to eliminate the diesel-only purchase policy. The board discussed the motion. The motion carried unanimously.

22-000223 SUMMARY STATEMENT:

In reviewing the presentation on electric-powered buses, staff discovered that the CTA Board had adopted a diesel-only bus purchase policy as part of the December 2010 Transit Enhancement Plan. An exception was included for purchases made with federally earmarked funds.

RECOMMENDED ACTION:

Review excerpted Minutes of December 2010 CTA Board meeting and determine to remove the diesel-powered bus only purchasing policy.

THEN:

Motion to eliminate the diesel-only purchase policy so as to allow for consideration of alternatively-fueled buses.

22-000224 Excerpt of Minutes from Dec 2010 CTA Board Meeting**9.****MANAGER'S REPORT*****Presented by James Seek*s**

James Seek

s gave a brief report:

- The CDC and TSA extended the mask requirements for public transportation through May 3, 2022;
- Mr. Seeks stated that he was informed by Legal Counsel for the Transit Authority, Frank Randolph, of rule changes to the OPMA. Elizabeth Halili, Clerk of the CTA Board, is coordinating with the Longview City Clerk to ensure that the board remains in compliance;
- Despite major challenges to the insurance market, which have resulted in significant price increases, the Washington State Transit Insurance Pool remains on firm ground, with adequate reserves and excellent management and risk management practices;
- Mr. Seeks has been meeting with members of the Washington State Transit Association and WSDOT staff on new requirements in state transportation funding. The new transportation funding package includes developing a zero-fare policy for riders 18 and under and measuring the benefit of transit on overburdened communities within the climate transit programs account. Mr. Seeks will provide a more thorough update on the new package at the May 2022 meeting;
- A meeting will be held at Lexington School on April 20 from 4:00 p.m. to 6:00 p.m. to share the proposed Lexington Service Plan with the public and receive comments. The Lexington service will begin on Monday, May 2, 2022, and will be numbered Route 411;
- RiverCities Transit will be offering the public two fare-free days:
 - April 22, 2022 - Earth Day
 - May 2, 2022 - to celebrate the new Lexington Service

Morrie Christensen, Paratransit Services Manager, gave a brief report:

- Ridership has increased steadily over the past three months;
- Paratransit Services is hiring drivers. Flyers have been posted on buses, local websites, and the Paratransit Services website in Bremerton, WA.

10.**ADJOURNMENT**

With no further business to discuss, Vice-chair Wallin adjourned the meeting at 4:37 p.m.

Elizabeth Halili, Clerk of the Board

Dennis Weber, Chairman

Date: 05/11/2022
Invoice # 2022-06

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

[illegible]

REMITTANCE	
Statement #	2022-06
Date	05/11/2022
Amount Due	\$375,401.00
Amount Enclosed	

Page 8 of 25

**Frank F. Randolph
d.b.a. RANDOLPH LAW FIRM
P.O. BOX 457
LONGVIEW, WA 98632
(360) 749-2287
ffrlaw@comcast.net**

CLIENT: RIVERCITIES TRANSIT AUTHORITY
1135 12TH Avenue
Longview, WA 98632

ATTN: JIM SEEKS

BILLING PERIOD: April 1-30, 2022
Billing Rate: \$200.00/Hour

<u>Date</u>	<u>Service</u>	<u>Hours</u>	<u>Charge</u>
0404	Draft correspondence to Jim regarding Board training and documentation compliance with OPMA.	0.1	\$ 20.00
0407	Forward newest changes to OPMA law to Jim Seeks.	0.1	\$ 20.00
TOTAL		0.2	\$ 40.00

If you have any questions or concerns, please let me know.

If not, please make check payable to "Frank F. Randolph" and mail to P.O. Box 457, Longview, WA 98632

Thank you.

New billing, with the \$210/hour rate, commences May 1st.

69701 TRANSIT AUTHORITY**930100 TRANSIT AUTHORITY**

Account Information	BARS Information	Beg Balance	Debits	Credits	Change	End Balance
1111000 CASH		345,975.33	423,110.35	- 418,099.94	5,010.41	350,985.74
1112000 WARRANTS OUTSTANDING		- 180.00	180.00	0.00	180.00	0.00
1180000 INVESTMENTS		6,771,470.75	42,518.94	- 30,000.00	12,518.94	6,783,989.69
2131020 ACCOUNTS PAYABLE - AP MODULE		0.00	375,401.00	- 375,401.00	0.00	0.00
2880000 UNRESERVED FUND BALANCE		- 6,691,426.39	0.00	0.00	0.00	- 6,691,426.39
3132100 PUBLIC TRANSPORTATION SYSTEM	8900000 DISTRICT ACTIVITIES	- 929,590.19	0.00	- 392,409.83	- 392,409.83	- 1,322,000.02
3611000 INVESTMENT EARNINGS	8900000 DISTRICT ACTIVITIES	- 466.17	0.00	- 518.94	- 518.94	- 985.11
3614000 OTHER INTEREST	8900000 DISTRICT ACTIVITIES	- 311.67	0.00	- 181.58	- 181.58	- 493.25
5492000 OTHER	8900000 DISTRICT ACTIVITIES	504,528.34	375,401.00	0.00	375,401.00	879,929.34
Total		0.00	1,216,611.29	- 1,216,611.29	0.00	0.00

COWLITZ TRANSIT AUTHORITY FUND BALANCES
For Period Ending: March 31, 2022

	<u>Current Period</u>	<u>Y-T-D</u>
COWLITZ TRANSIT AUTHORITY		
Beginning Balance: January 1, 2022		\$ 6,691,426.39
CTA Revenue		
Metro Sales Tax	392,409.83	1,322,000.02
Interest Earnings/Investments	518.94	985.11
Local Sales Interest	181.58	493.25
LCC Ridership Agreement	-	-
Other Miscellaneous Revenue	-	-
Subtotal	\$ 393,110.35	\$ 1,323,478.38
CTA Expenditures		
City of Longview	375,401.00	874,804.34
City of Longview - Audit Services	-	2.44
Legal Counsel	-	180.00
Transit Center Security Services	-	-
Subsistence - Meals	-	-
Cowlitz-Wahkiakum Council of Governments Dues	-	4,942.56
Subtotal	\$ 375,401.00	\$ 879,929.34
CTA Ending Balance		\$ 7,134,975.43

CITY OF LONGVIEW		
Beginning Balance: January 1, 2022		\$ 1,967,740.36
Longview Revenue		
Farebox/Pass Sales	9,402.05	26,511.46
State Pool - Interest	322.58	637.50
Payments from CTA	375,401.00	874,804.34
Federal Grant Competitive - 5339 - Transit Center	-	-
Federal Grant Competitive- 5339 Replacement Buses	-	-
Federal Grant Competitive- 5307 Flex - Transit Center	-	-
Federal Grant - 5307 Formula- Operating	-	-
Federal Grant - CARES ACT 5307 Formula-Operating	-	-
Federal Grant Competitive- 5310 - Replacement Buses	-	-
Federal Grant Competitive- 5310 Paratransit Operating	-	-
State Special Needs Formula Grant - Paratransit Operating	294,128.00	294,128.00
WSTIP Risk Management Grant	-	-
Paratransit Office Space Rental	978.88	2,781.30
Cashier Over-Short / NSF	-	-
Insurance Recoveries	-	-
Other Recoveries / Guest Rider	-	-
Miscellaneous Adjustments/Settlements	-	-
Subtotal	\$ 680,232.51	\$ 1,198,862.60
Longview Expenditures		
Subtotal	\$419,391.54	\$1,271,078.40
Longview Ending Balance		\$ 1,895,524.56
Combined CTA & Longview Ending Balance		\$ 9,030,499.99

**Cowlitz-Wahkiakum Council of Governments**

Physical: Admin Annex / 207 4th Ave N

Mailing: PO Box 128

Kelso, WA 98626

Telephone: (360) 577-3041

E-Mail: cwcog@cwcog.org

Fax: (360) 214-3425

Web: <http://www.cwcog.org/>**Invoice****Cowlitz Transit Authority**254 Oregon Way
Longview, WA 98632

Invoice Date: May 6, 2022

Invoice Number: 2022 - 97

Jan-Mar 22 - LKRATS

Item	Amount
Labor - Q3	\$1,118.52
Direct Program Support - Q3	\$175.89
Indirect Program Support - Q3	\$575.93
Consultant - Q3	\$72.22
	<u>\$1,942.56</u>

*Please contact the CWCOCG Finance Department with questions regarding this invoice.**All charges include tax unless otherwise noted.*

Printed 05/06/2022 at 05:03 PM

RIVERCITIES TRANSIT
RIDERSHIP BY THE YEAR

YEAR	ROUTE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2022	30	754	766	954	894									3,368
	31	2,258	2,303	3,065	2,931									10,557
	32	1,861	1,873	2,302	2,128									8,164
	33	1,991	1,986	2,292	2,311									8,580
	44	986	1,022	1,350	1,110									4,468
	45	3,984	4,401	5,169	4,927									18,481
	46	399	353	452	357									1,561
	57	1,516	1,592	1,860	1,761									6,729
TOTAL		13,749	14,296	17,444	16,419	0	0	0	0	0	0	0	0	61,908

YEAR	ROUTE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2021	30		488	936	976	799	891	925	816	815	781	714	704	8,845
	31	2,687	2,270	2,991	3,047	2,765	2,724	2,931	2,628	2,538	2,516	2,440	2,498	32,035
	32	1,461	1,424	1,861	1,980	1,747	1,897	2,038	1,688	1,770	1,905	1,772	1,951	21,494
	33	1,844	1,406	1,940	2,196	2,064	2,289	2,269	2,055	1,973	2,066	2,106	2,021	24,229
	44		553	1,240	1,265	1,108	1,119	1,237	1,236	1,130	1,201	1,176	1,093	12,358
	45	3,763	3,278	4,891	4,803	4,599	4,538	4,940	4,621	4,509	4,349	4,142	4,174	52,607
	46									272	422	369	400	1,463
	57	926	912	1,452	1,538	1,262	1,362	1,378	1,367	1,681	1,625	1,382	1,396	16,281
TOTAL		10,681	10,331	15,311	15,805	14,344	14,820	15,718	14,411	14,688	14,865	14,101	14,237	169,312

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	4,030	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

RIVERCITIES TRANSIT DAILY RIDERSHIP REPORT

Apr-22

DATE	ROUTE 30	ROUTE 31	ROUTE 32	ROUTE 33	ROUTE 44	ROUTE 45 A	ROUTE 45 B	ROUTE 46	ROUTE 57	TOTAL
1	69	143	130	171	83	166	142	22	116	1042
2 S		96	66	67		180			54	463
3										
4	36	148	107	101	50	120	90	22	60	734
5	52	135	82	86	58	134	87	10	78	722
6	48	105	96	91	44	138	89	19	63	693
7	39	107	82	105	57	119	88	22	57	676
8	38	119	82	65	57	110	62	23	91	647
9 S		106	51	81		142			42	422
10										
11	37	105	66	51	28	80	62	19	38	486
12	42	107	98	77	41	126	58	20	77	646
13	30	113	76	75	45	111	75	13	81	619
14	26	77	65	112	54	87	57	18	69	565
15	71	105	93	85	58	164	88	13	73	750
16 S		89	53	91		114			26	373
17										
18	44	111	105	92	36	119	67	12	64	650
19	34	125	89	74	47	107	66	14	62	618
20	39	104	86	81	54	130	74	20	73	661
21	35	93	81	86	50	93	67	5	60	570
22	41	119	68	73	62	128	87	17	85	680
23 S		116	75	77		138			65	471
24										
25	49	126	77	85	47	130	67	20	75	676
26	34	117	85	73	51	124	73	4	80	641
27	38	110	70	96	66	143	91	23	89	726
28	46	94	97	120	46	131	56	16	68	674
29	46	140	83	106	76	118	76	25	77	747
30 S		121	65	90		153			38	467
TOTAL (26)	894	2931	2128	2311	1110	3305	1622	357	1761	16419
WEEKDAY TOTAL (21)	894	2403	1818	1905	1110	2578	1622	357	1536	14223
SATURDAY/REDUCED DAY TOTAL (5)		528	310	406		727			225	2196
DAILY AVERAGE	43	113	82	89	53	127	77	17	68	632
WEEKDAY AVERAGE	43	114	87	91	53	123	77	17	73	677
SATURDAY/REDUCED DAY AVERAGE		106	62	81		145			45	439

Ridership by Hour
4/1/2022 - 4/30/2022

Weekday - Passengers by Hour

Route	630	700	800	900	1000	1100	1200	1300	1400	1500	1600	1700	1800	TOTAL
31	16	135	126	191	237	178	210	243	294	265	229	166	113	2,403
32	13	44	141	149	148	185	183	201	202	206	166	114	66	1,818
33	5	92	153	131	162	200	169	227	190	162	176	167	71	1,905
Route	630	720	820	920	1020	1120	1220	1320	1420	1520	1620	1720	1820	
44	28	57	74	107	116	102	103	86	98	126	88	82	43	1,110
57	65	93	109	115	137	110	96	132	166	139	164	100	110	1,536
Route					1030	1130	1230	1330	1430	1530	1630			
30					94	139	140	138	147	124	112			894
Route						1150	1250	1350	1450	1550				
46						56	78	97	74	52				357
Route	630	700	730	800		not shown for brevity				1700	1720	1800	1830	
45	81	94	58	137						169	97	92	47	4,200

Saturday - Passengers by Hour

Route	800	900	1000	1100	1200	1300	1400	1500	1600	1700		
31	19	40	57	73	45	62	73	76	46	37	528	
32	13	24	29	36	45	39	36	43	29	16	310	
33	40	37	39	49	64	50	39	29	31	28	406	
Route	820	920	1020	1120	1220	1320	1420	1520	1620	1720		
57	4	11	21	17	30	35	36	30	28	13	225	
Route	800	830	900	930	not shown for brevity			1600	1630	1700	1730	
45	17	25	29	37				57	32	38	19	727

Total Fixed Route

16,419

Average Passengers per Trip

4/1/2022 - 4/30/2022

Weekday

Route	630	700	800	900	1000	1100	1200	1300	1400	1500	1600	1700	1800	Passengers per Revenue Service Hr	Avg daily boardings
31	0.8	6.4	6.0	9.1	11.3	8.5	10.0	11.6	14.0	12.6	10.9	7.9	5.4	9.2	114
32	0.6	2.1	6.7	7.1	7.0	8.8	8.7	9.6	9.6	9.8	7.9	5.4	3.1	6.9	87
33	0.2	4.4	7.3	6.2	7.7	9.5	8.0	10.8	9.0	7.7	8.4	8.0	3.4	7.3	91
Route	630	720	820	920	1020	1120	1220	1320	1420	1520	1620	1720	1820		
44	1.3	2.7	3.5	5.1	5.5	4.9	4.9	4.1	4.7	6.0	4.2	3.9	2.0	4.3	53
57	3.1	4.4	5.2	5.5	6.5	5.2	4.6	6.3	7.9	6.6	7.8	4.8	5.2	5.9	73
Route					1030	1130	1230	1330	1430	1530	1630				
30					4.5	6.6	6.7	6.6	7.0	5.9	5.3			6.1	43
Route						1150	1250	1350	1450	1550					
46						2.7	3.7	4.6	3.5	2.5				3.4	17
Route	630	700	730	800	not shown for brevity					1700	1720	1800	1830		
45	3.9	4.5	2.8	6.5						8.0	4.6	4.4	2.2	10.3	200

Saturday

Route		800	900	1000	1100	1200	1300	1400	1500	1600	1700	Passengers per Revenue Service Hr	Avg daily boardings
31		3.8	8.0	11.4	14.6	9.0	12.4	14.6	15.2	9.2	7.4	10.6	106
32		2.6	4.8	5.8	7.2	9.0	7.8	7.2	8.6	5.8	3.2	6.2	62
33		8.0	7.4	7.8	9.8	12.8	10.0	7.8	5.8	6.2	5.6	8.1	81
Route		820	920	1020	1120	1220	1320	1420	1520	1620	1720		
57		0.8	2.2	4.2	3.4	6.0	7.0	7.2	6.0	5.6	2.6	4.7	45
Route	800	830	900	not shown for brevity				1600	1630	1700	1730		
45	3.4	5.0	5.8					11.4	6.4	7.6	3.8	14.5	145

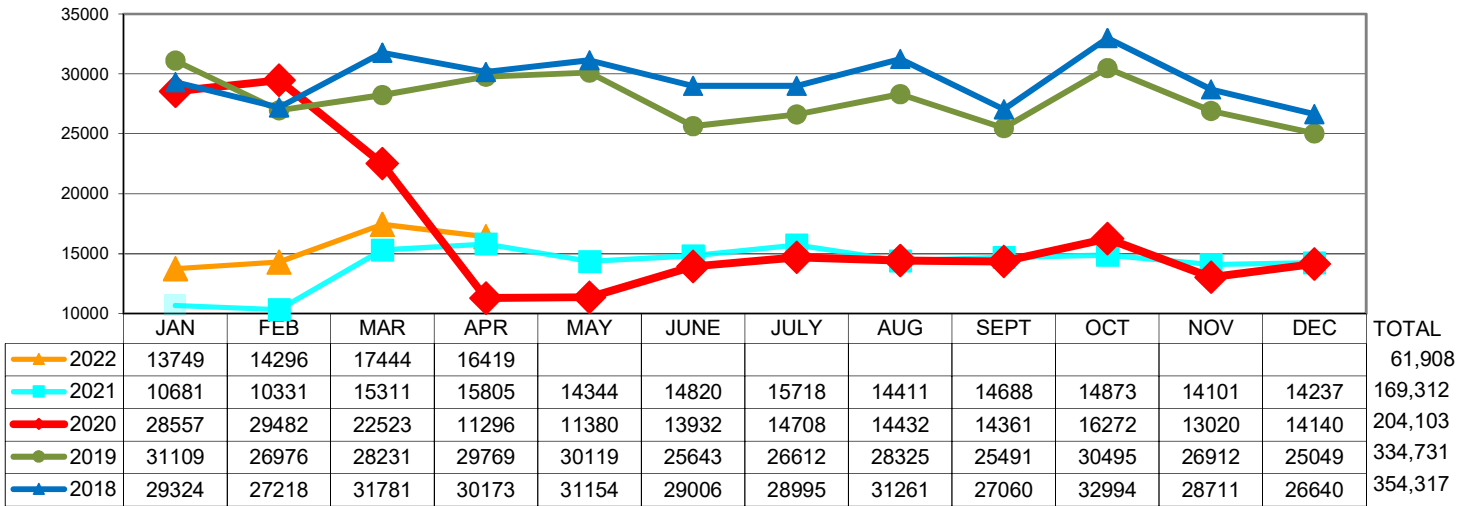
System Productivity

Red Less than 3.0 passengers per hour

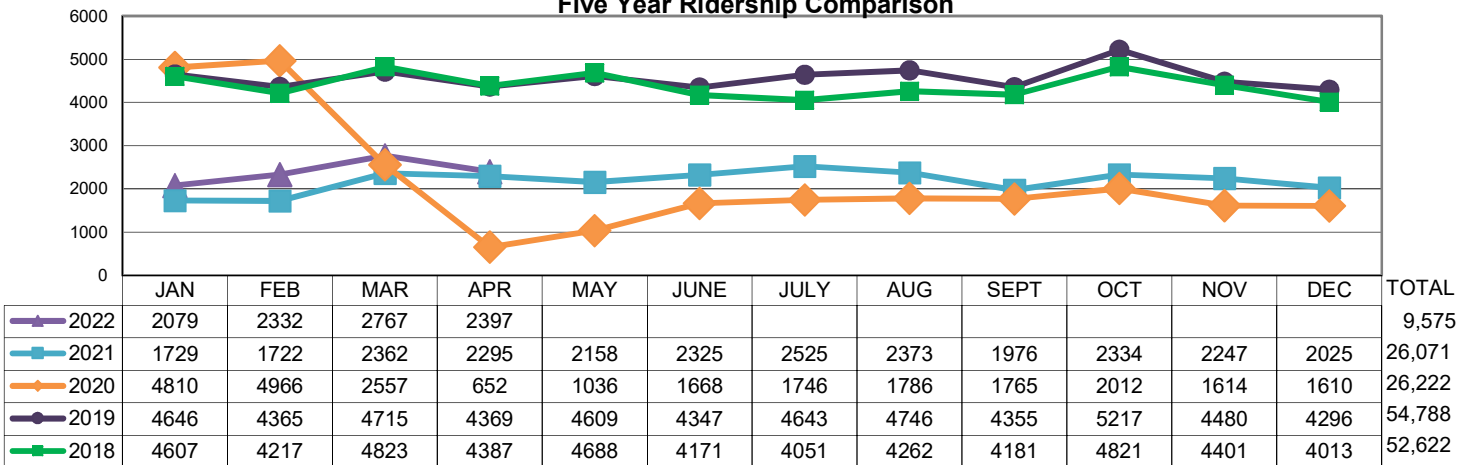
7.4

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
4/1/2022	92	74	18	0	48	26	35.14%	1.76	14	0
4/2/2022	76	62	14	0	48	14	22.58%	2.43	2	1
4/4/2022	85	81	4	0	66	15	18.52%	1.67	4	0
4/5/2022	100	93	5	2	75	18	19.35%	1.70	14	2
4/6/2022	100	94	6	0	63	31	32.98%	1.70	15	1
4/7/2022	118	100	18	0	76	24	24.00%	2.01	10	0
4/8/2022	69	64	5	0	41	23	35.94%	1.58	8	5
4/9/2022	62	54	8	0	41	13	24.07%	1.95	5	0
4/11/2022	44	40	4	0	32	8	20.00%	1.73	36	1
4/12/2022	120	112	6	2	74	38	33.93%	1.96	9	1
4/13/2022	93	87	6	0	61	26	29.89%	1.42	12	0
4/14/2022	121	100	19	2	65	35	35.00%	1.89	12	0
4/15/2022	97	83	14	0	48	35	42.17%	1.97	14	1
4/16/2022	57	49	8	0	39	10	20.41%	1.95	4	1
4/18/2022	97	89	8	0	66	23	25.84%	1.89	14	0
4/19/2022	143	116	27	0	85	31	26.72%	2.28	4	1
4/20/2022	113	100	13	0	74	26	26.00%	1.70	11	2
4/21/2022	109	89	18	2	58	31	34.83%	2.44	7	5
4/22/2022	93	73	17	3	36	37	50.68%	2.26	17	1
4/23/2022	65	53	12	0	38	15	28.30%	2.25	5	0
4/25/2022	73	66	7	0	50	16	24.24%	1.62	28	2
4/26/2022	122	104	18	0	80	24	23.08%	2.00	17	0
4/27/2022	93	81	12	0	55	26	32.10%	2.05	10	2
4/28/2022	113	94	17	2	69	25	26.60%	2.13	13	1
4/29/2022	101	88	13	0	49	39	44.32%	1.95	4	1
4/30/2022	41	35	6	0	29	6	17.14%	1.87	8	1
	2397	2081	303	13	1466	615	28.99%	2.00	297	29

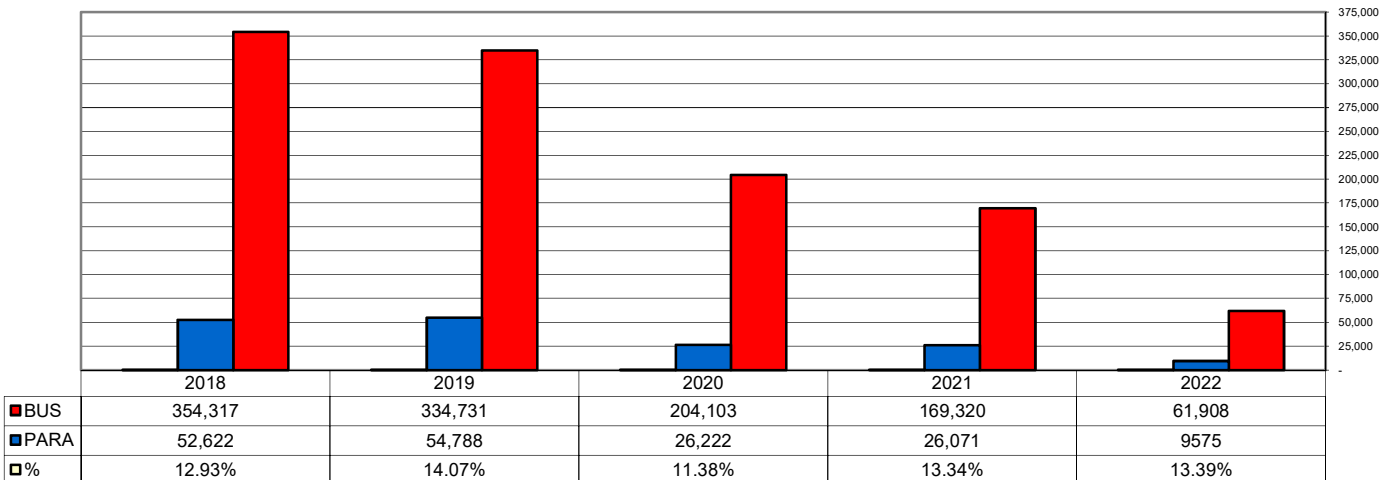
RiverCities Transit Fixed Route Five Year Ridership Comparison

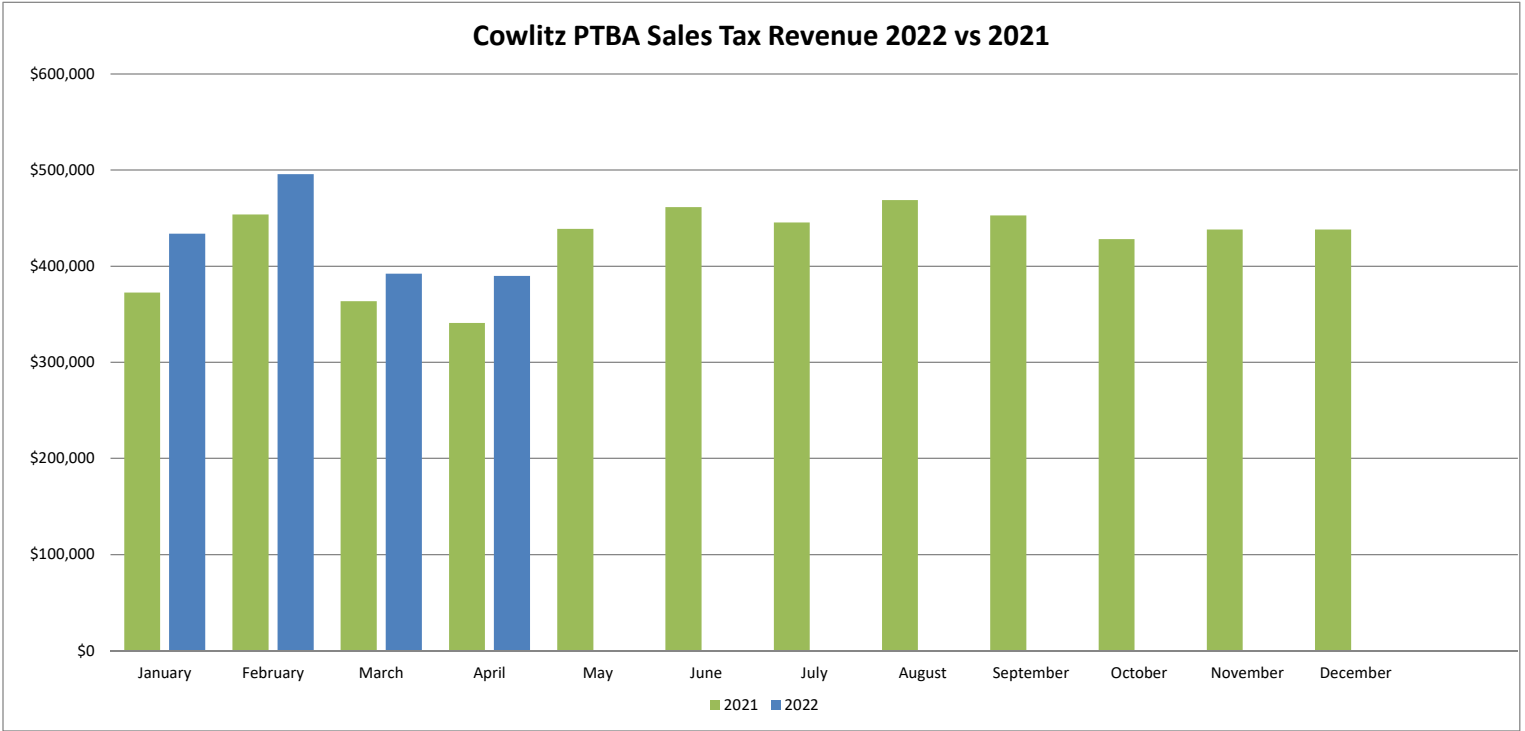
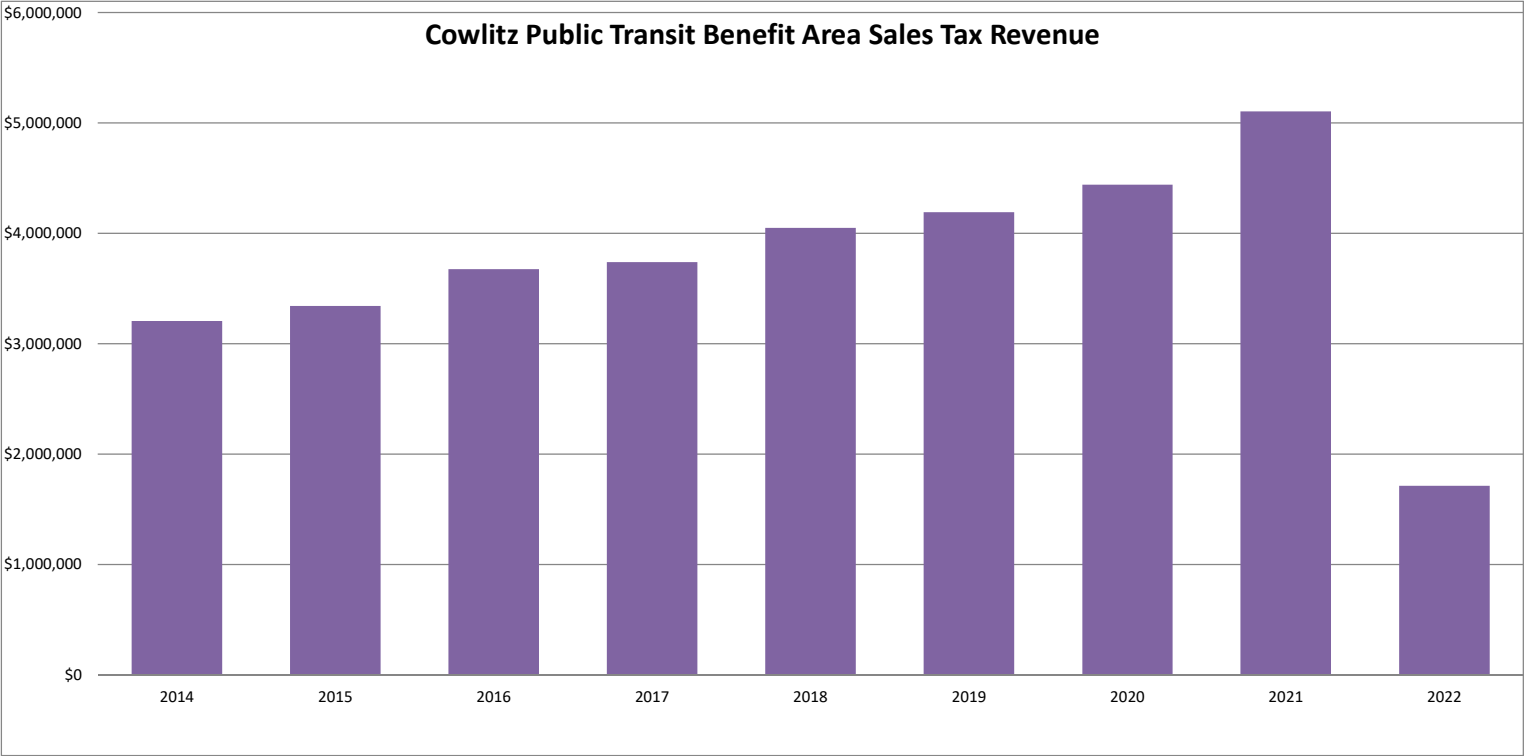


RiverCities Transit Paratransit Five Year Ridership Comparison



Comparison of Ridership Bus and Paratransit Ridership







Cowlitz Transit Authority

Agenda Summary

ESTABLISH PUBLIC HEARING FOR FARE POLICY CHANGE: ZERO FARE FOR AGE 18 AND UNDER

SUMMARY STATEMENT:

In compliance with Cowlitz Transit Authority Bylaws, the board is required to establish a public hearing to receive comments regarding any changes in transit fares.

The recently signed Washington State Transportation Resources bill (ESSB 5974), effective July 1, 2022, contains new language providing for a transit support grant program.

To qualify for the transit support grant, transit agencies must at minimum

- 1) Maintain or increase their current local sales tax authority, and
- 2) Have adopted a zero fare policy for riders 18 years and younger on all modes of service, and submit documentation of the policy to Washington State Department of Transportation by October 1, 2022.

In October 2019, the Cowlitz Transit Authority Board adopted Resolution 19-02, which established a three-year pilot program to provide free annual youth passes to kids aged 6 through 18 years old for use on RiverCities Transit fixed route buses from January 1, 2020 through December 31, 2022.

Although COVID has severely affected ridership, the free annual pass program has been a relative success, with 718 passes issued through April 2022, and 13,697 rides provided from inception through April 30, 2022.

To receive the transit support grant, the CTA Board would need to extend the program through at least June 2038 and include any individuals aged 6 through 18 who are qualified for LIFT ADA paratransit service. Children aged 5 and under already ride free when accompanied by a fare-paying rider.

To avoid preventing access, we would – similarly to ADA Paratransit identification – accept other transit agency youth passes, as well as other forms of identification, such as ASB cards and driver licenses, for a limited time until the rider can obtain a RCT Youth pass.

This proposed change in transit fare will be published for public comment on May 13, 2022, online at www.rctransit.org, on Facebook, and in paper copy at the Transit Center, Longview and Kelso City Halls, local public libraries, and onboard buses.

Staff requests the Board establish a hearing at the next monthly meeting to be held on June 8, 2022, to receive citizen input.

BUDGET:

The transit support grant amount received by RiverCities Transit may vary based on statewide ridership data and whether all transit agencies adopt similar policies. However, the current estimated distribution to RiverCities Transit is \$255,514 for the 2022 supplemental budget, and an estimated \$689,000 annually thereafter, depending additionally on State revenues and other factors. The transit support grant may be used for either operations or immediate capital spending.

RECOMMENDED ACTION:

Motion to establish a public hearing to be held at the June 8, 2022 CTA Board Meeting to receive citizen input on the zero fare proposal for passengers aged 18 and under.

ATTACHMENT:

Section 422 of ESSB 5974.

1 NEW SECTION. **Sec. 422.** A new section is added to chapter 47.66
2 RCW to read as follows:

3 (1) The department shall establish a transit support grant
4 program for the purpose of providing financial support to transit
5 agencies for operating and capital expenses only. Public transit
6 agencies must maintain or increase their local sales tax authority on
7 or after January 1, 2022, in order to qualify for the grants.

8 (a) Grants for transit agencies must be prorated based on the
9 amount expended for operations in the most recently published report
10 of "Summary of Public Transportation" published by the department.

11 (b) No transit agency may receive more than 35 percent of these
12 distributions.

13 (c) Fuel type may not be a factor in the grant selection process.

14 (2) To be eligible to receive a grant, the transit agency must
15 have adopted, at a minimum, a zero-fare policy that allows passengers
16 18 years of age and younger to ride free of charge on all modes
17 provided by the agency. Transit agencies must submit documentation of
18 a zero-fare policy for 18 years of age and under by October 1, 2022,
19 to be eligible for the 2023-2025 biennium. Transit agencies that
20 submit such fare policy documentation following the October 1, 2022,
21 deadline shall become eligible for the next biennial distribution.

22 (3) The department shall, for the purposes of the "Summary of
23 Public Transportation" report, require grantees to report the number
24 of trips that were taken under this program.

25 (4) For the purposes of this section, "transit agency" or
26 "agency" means a city transit system under RCW 35.58.2721 or chapter
27 35.95A RCW, a county public transportation authority under chapter
28 36.57 RCW, a metropolitan municipal corporation transit system under
29 chapter 36.56 RCW, a public transportation benefit area under chapter
30 36.57A RCW, an unincorporated transportation benefit area under RCW
31 36.57.100, or any special purpose district formed to operate a public
32 transportation system.

33 **Sec. 423.** RCW 46.63.170 and 2020 c 224 s 1 are each amended to
34 read as follows:

35 (1) The use of automated traffic safety cameras for issuance of
36 notices of infraction is subject to the following requirements:

37 (a) Except for proposed locations used solely for the pilot
38 program purposes permitted under subsection (6) of this section, the
39 appropriate local legislative authority must prepare an analysis of

NOTICE OF PUBLIC HEARING
COWLITZ TRANSIT AUTHORITY

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the Cowlitz Transit Authority will hold a Public Hearing on **Wednesday, June 8, 2022, at 4:00 p.m.** in person at the Council Chamber, City Hall, 1525 Broadway St, Longview, Washington and by Zoom Webinar.

The purpose of the hearing is to receive any comments concerning the adoption of the zero-fare proposal for passengers age 18 and under. The proposed change in transit fare will be published for public comment on May 13, 2022, online at www.rctransit.org, on Facebook, and in paper copy at the Longview Transit Center, Longview and Kelso City Halls, local public libraries, and onboard buses.

Zoom meeting link: <https://us02web.zoom.us/j/87361658078>

Telephone options (dial any of the following numbers):

1 253 215 8782

1 408 638 0968

1 669 900 6833

1 346 248 7799

1 312 626 6799

1 646 876 9923

1 301 715 8592

Webinar ID: 873 6165 8078

The City Hall is accessible for persons with disabilities. Any person interested may attend and be heard on the said matter via a moderator. Special equipment to assist the hearing impaired is also available. Please contact the Clerk's Office at (360) 442-5664 forty-eight (48) hours in advance if you require special accommodations to attend the meeting and for information about Zoom accessibility.

Written comments may be submitted up to forty-eight (48) hours in advance via email at customerservice@rctransit.org.

DATED at Longview, Washington, this 11th day of May 2022.

Dennis Weber
Chair
Cowlitz Transit Authority

Published: May 30, 2022 in the Longview Daily News

Cowlitz Transit Authority



Agenda Summary

ESTABLISH PUBLIC HEARING FOR PROPOSED SERVICE CHANGE

SUMMARY STATEMENT:

The Cowlitz Transit Authority bylaws state that the CTA is to hold a public hearing to specifically 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 proposes a service change that fits this definition based on customer feedback and the intercounty transit service proposed by Twin Transit of Lewis County. The proposed change will be published for public comment on May 13, 2022, online at www.rctransit.org, on Facebook, and in paper copy at the Transit Center, Longview and Kelso City Halls, local public libraries, and onboard buses.

RiverCities Transit management recently met with Twin Transit, the Public Transportation Benefit Area for Chehalis and Centralia, and transportation representatives from Lower Columbia Community Action Program, Cowlitz Indian Tribe, Cowlitz-Wahkiakum Council of Governments, and Washington State Department of Transportation.

Twin Transit's goals include reconnecting the only public transportation gap along I-5 and serving the growing logistics industry developing in Winlock. Twin Transit has already extended fixed route service north along the I-5 corridor to Thurston County and now plans to do likewise to Cowlitz County, beginning in August 2022. The four round trips proposed by Twin Transit for each weekday do not link with the twice per day schedule currently serviced by Lower Columbia CAP at the Castle Rock Park & Ride located at Exit 49.

Twin Transit's goals present an opportunity for RiverCities Transit to propose a two-year demonstration project involving our service, which would link the Castle Rock Park & Ride and Visitor Center to Kelso and add a stop in downtown Castle Rock. The staff is ready to propose a service change entailing this project for public review and comment. If the Cowlitz Transit Authority declines to consider a service change, Twin Transit's initial proposal would have their service continue to the Three Rivers Mall. However, Twin Transit will cut proposed stops in Lewis County, and the Cowlitz Transit Authority will lose this opportunity to affect how well residents in the Castle Rock area are served.

RECOMMENDED ACTION:

Establish a public hearing to be held at the June 8, 2022, CTA Board Meeting to receive comments on the proposed service change.

NOTICE OF PUBLIC HEARING
COWLITZ TRANSIT AUTHORITY

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the Cowlitz Transit Authority will hold a Public Hearing on **Wednesday, June 8, 2022, at 4:00 p.m.** in person at the Council Chamber, City Hall, 1525 Broadway St, Longview, Washington and by Zoom Webinar.

The purpose of the hearing is to receive comments concerning the proposed changes to the Fixed Route service. The proposed change will be published online for public comment on May 13, 2022, online at www.rctransit.org, on Facebook, and in paper copy at the Longview Transit Center, Longview and Kelso City Halls, local public libraries, and onboard buses.

Zoom meeting link: <https://us02web.zoom.us/j/87361658078>

Telephone options (dial any of the following numbers):

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Written comments may be submitted up to forty-eight (48) hours in advance via email at customerservice@rctransit.org.

DATED at Longview, Washington, this 11th day of May 2022.

Dennis Weber
Chair
Cowlitz Transit Authority

Published: May 30, 2022 in the Longview Daily News