



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), Richard Dahl (Alternate)*

Wednesday, July 12, 2023

4:00 PM

Hybrid Meeting
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, July 12, 2023, at 4:00 p.m.** in the Longview City Hall Council Chamber, 1525 Broadway St, Longview, WA. This meeting is also available by Zoom.

AND,

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, the Cowlitz Transit Authority will conduct a **Public Hearing** on **Wednesday July 12, 2023, at 4:00 p.m.** in the Longview City Hall Council Chamber, 1525 Broadway St, Longview, WA. This meeting is also available by Zoom.

The purpose of the hearing is to receive comments concerning the Six-Year Transit Development Plan.

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

Zoom meeting link: <https://us02web.zoom.us/j/89844443333>

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: 898 4444 3333

Longview City Hall is accessible for persons with disabilities. Special equipment to assist the hearing impaired is also available. Please contact the Board 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, August 9, 2023

4:00 p.m. – Regular Board Meeting

1. **CALL TO ORDER**
2. **FLAG SALUTE**
3. **ROLL CALL**
4. **PUBLIC COMMENTS**
5. **CONSIDERATION OF MINUTES FOR THE JUNE 14, 2023 MEETING**
23-001303 June 14, 2023 CTA Board Meeting Minutes
6. **CONSENT CALENDAR**
23-001304 2023 May Cowlitz County Transit Authority Treasurer's Report
23-001305 2023 May CTA Fund Balance Report
23-001306 Invoice # 2023-08 - City of Longview - \$531,340.00
7. **REPORTS**
23-001296 2023 Annual Fixed Route Ridership
23-001297 2023 June Daily Fixed Route Ridership
23-001298 2023 June Fixed Route Ridership per Hour
23-001299 2023 June Average Fixed Route Passengers per Trip
23-001300 2023 June LIFT Monthly Ridership
23-001301 Five Year Ridership Graph
23-001302 2023 PTBA Sales Tax Data - 2023 vs. 2022
8. **PUBLIC HEARING FOR 2023-2028 TRANSIT DEVELOPMENT PLAN AND 2022 ANNUAL REPORT**
23-001309 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.

RECOMMENDED ACTION:
Hold public hearing

THEN:
Motion to approve the RiverCities Transit 2023-2028 Transit Development Plan and 2022 Annual Report.
9. **REPORT ON LEXINGTON SERVICE (ROUTE 411) PILOT PROJECT AND BOARD DIRECTION**
23-001314 SUMMARY STATEMENT:
In May 2022, a pilot service between Longview Transit Center and Lexington was initiated via Westside Highway, and operating through several neighborhoods in the Lexington area, including the elementary school.

ATTACHMENT:

PowerPoint presentation on Lexington Service.

RECOMMENDED ACTION:

Provide direction to staff on whether to continue to provide service to Lexington beyond April 30, 2024, and consideration of expanding the CTA service boundaries to include Lexington.

- 10. **MANAGER'S REPORT**
- 11. **MISCELLANEOUS**
- 12. **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), Richard Dahl (Alternate)*

Wednesday, June 14, 2023	4:00 PM	Hybrid Meeting 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, June 14, 2023, 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/89844443333>

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: 898 4444 3333

Longview City Hall is accessible for persons with disabilities. Special equipment to assist the hearing impaired is also available. Please contact the Board 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, July 12, 2023

4:00 p.m. – Regular Board Meeting and Public Hearing

1. CALL TO ORDER

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

2. FLAG SALUTE

The flag salute was recited.

3. ROLL CALL

Present: Vice-Chair Mike Wallin; Member Mary Alice Wallis; Member Lisa Alexander; Member Kim LeFebvre; Member (Alternate) Richard Dahl

Absent: Chair Dennis Weber; Member (Alternate) Mike Karnofski Member (Alternate) Spencer Boudreau; Member Anthony Harris (Non-Voting)

Staff Present: Ken Hash, Public Works Director; James Seek, Transit Manager; Tabitha Hayden, Transit Supervisor; Tara Hargrave, Clerk of the Board

Others Present: Betsy DeSpain, Interim Paratransit Manager; Tom Lee, Legal Counsel

4. PUBLIC COMMENTS

None.

5. CONSIDERATION OF MINUTES FOR THE MAY 10, 2023 MEETING

A motion was made by Member Wallis, seconded by Member Alexander, to approve the May 10, 2023 Cowlitz Transit Authority Regular Board Meeting Minutes. The motion carried unanimously.

23-001228 May 10, 2023 CTA Board Meeting Minutes**6. CONSENT CALENDAR**

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

23-001229 2023 April Cowlitz County Transit Authority Treasurer's Report**23-001230 2023 April CTA Fund Balance Report****23-001231 Invoice #52323 - R. Thomas Lee, PLLC - \$297.50****23-001232 Invoice #2023-07 - City of Longview - \$531,340.00****7. REPORTS**

Vice-Chair Wallin called for discussion or questions on staff on reports. None were received so the reports were accepted as provided.

23-001233 2023 Annual Fixed Route Ridership**23-001234 2023 May Daily Fixed Route Ridership****23-001235 2023 May Fixed Route Ridership per Hour**

23-001236 2023 May Average Fixed Route Passengers per Trip

23-001237 2023 May LIFT Monthly Ridership

23-001238 Five Year Ridership Graph

23-001239 2023 PTBA Sales Tax Data - 2023 vs. 2022

8. ESTABLISH PUBLIC HEARING FOR 2023-2028 TRANSIT DEVELOPMENT PLAN AND 2022 ANNUAL REPORT

Transit Supervisor Hayden reported Transit's request to establish a public hearing on the Six-Year Transit Development Plan.

A motion was made by Member Wallis, seconded by Member Alexander, to establish a public hearing to be held July 12, 2023, CTA Board Meeting to receive citizen comment on the 2023-2028 Transit Development Plan and 2022 Annual Report. The motion carried unanimously.

23-001246 SUMMARY STATEMENT:

In compliance with RCW 35.58.2795, the Cowlitz Transit Authority is required to establish a public hearing to receive comments regarding the Six-Year Transit Development Plan.

RECOMMENDED ACTION:

Motion to establish a public hearing to be held at the July 12, 2023, CTA Board Meeting to receive citizen input on the 2023-2028 Transit Development Plan and 2022 Annual Report.

9. MANAGER'S REPORT

Transit Manager Seeks reported RiverCities was successful in their state consolidated grant program application for funding to support the ADA paratransit program over the next four years and the State Bus and Bus Facilities Grant for bus replacement.

Transit Manager Seeks reported that Operators Fran Nicholson and Warren Doell are the 2023 honorees on the WSDOT Wall of Fame.

Interim Paratransit Manager DeSpain reported a continued increase in ridership this year over last year and a slight decrease in June's ridership.

10. MISCELLANEOUS

None.

11. EXECUTIVE SESSION: EXECUTIVE SESSION PER RCW 42.30.110 - LITIGATION

Vice-Chair Wallin announced recess of the regular meeting at 4:09 p.m. to move into a five-minute executive session.

Vice-Chair Wallin reconvened the regular meeting back at 4:14pm.

23-001247 Pursuant to RCW 42.30.110 (1) (i) to discuss with legal counsel representing the agency litigation in which a member acting in an official capacity is a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

The Executive Session is expected to conclude after five minutes, unless extended by the Presiding Officer.

12. ADJOURNMENT

Vice-Chair Wallin announced the next meeting set for July 12, 2023 at 4:00 p.m.

Vice-Chair Wallin adjourned the meeting at 4:15pm.

Dennis Weber, Chair

Tara Hargrave, Clerk of the Board

Fund: All

Dept: All

Account: All

BARS: All

69701 TRANSIT AUTHORITY

930100 TRANSIT AUTHORITY

Account Information	BARS Information	Beg Balance	Debits	Credits	Change	End Balance
1111000 CASH		415,593.54	663,360.65	-567,460.57	95,900.08	511,493.62
1112000 WARRANTS OUTSTANDING		0.00	7,612.14	- 7,612.14	0.00	0.00
1180000 INVESTMENTS		7,190,026.12	28,508.43	-150,000.00	-121,491.57	7,068,534.55
2131020 ACCOUNTS PAYABLE - AP MODULE		0.00	538,952.14	-538,952.14	0.00	0.00
2880000 UNRESERVED FUND BALANCE		-7,863,758.82	0.00	0.00	0.00	-7,863,758.82
3132100 PUBLIC TRANSPORTATION SYSTEM	8900000 DISTRICT ACTIVITIES	-1,791,468.62	0.00	-483,864.34	-483,864.34	-2,275,332.96
3611000 INVESTMENT EARNINGS	8900000 DISTRICT ACTIVITIES	-79,648.19	0.00	-28,508.43	-28,508.43	-108,156.62
3614000 OTHER INTEREST	8900000 DISTRICT ACTIVITIES	-4,022.58	0.00	-987.88	-987.88	-5,010.46
5492000 OTHER	8900000 DISTRICT ACTIVITIES	2,133,278.55	538,952.14	0.00	538,952.14	2,672,230.69
Total		0.00	1,777,385.50	-1,777,385.50	0.00	0.00

COWLITZ TRANSIT AUTHORITY FUND BALANCES
For Period Ending: May 30, 2023

	<u>Current Period</u>	<u>Y-T-D</u>
COWLITZ TRANSIT AUTHORITY		
Beginning Balance: January 1, 2023		\$ 7,863,758.82
CTA Revenue		
Metro Sales Tax	483,864.34	2,275,332.96
Interest Earnings/Investments	28,508.43	108,156.62
Local Sales Interest	987.88	5,010.46
LCC Ridership Agreement	-	-
Other Miscellaneous Revenue		-
Subtotal	\$ 513,360.65	\$ 2,388,500.04
CTA Expenditures		
City of Longview	531,340.00	2,663,505.05
City of Longview - Audit Services		-
Legal Counsel	-	402.50
Transit Center Security Services	-	-
Subsistence - Meals	-	-
Cowlitz-Wahkiakum Council of Governments Dues	7,612.14	8,323.14
Subtotal	\$ 538,952.14	\$ 2,672,230.69
CTA Ending Balance		\$ 7,580,028.17

CITY OF LONGVIEW		
Beginning Balance: January 1, 2023		\$ 1,765,588.92
Longview Revenue		
Farebox/Pass Sales	9,455.90	55,159.44
State Pool - Interest	9,413.87	37,642.74
Payments from CTA	531,340.00	2,656,700.00
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	-	147,064.00
State Special Needs Formula Grant - Paratransit Operating	-	-
State Grant - Regional Mobility Operating	59,388.48	59,388.48
Paratransit Office Space Rental	941.75	4,708.75
Cashier Over-Short / NSF / Bank Returns Fees	-	-
Insurance Recoveries	-	500.00
Other Recoveries / Guest Rider	-	-
Miscellaneous Adjustments/Settlements	-	-
Subtotal	\$ 610,540.00	\$ 2,961,163.41
Longview Expenditures		
Subtotal	\$543,089.45	\$2,499,083.82
Longview Ending Balance		\$ 2,227,668.51
Combined CTA & Longview Ending Balance		\$ 9,807,696.68

Date: 07/12/2023
Invoice # 2023-08

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

[illegible]

REMITTANCE	
Statement #	2023-08
Date	07/12/2023
Amount Due	531,340.00
Amount Enclosed	

Page 10 of 25

RIVERCITIES TRANSIT
RIDERSHIP BY THE YEAR

YEAR	ROUTE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2023	30	1,197	1,140	1,318	1,111	1,374	1,408							7,548
	31	3,422	3,131	3,732	3,313	3,633	3,660							20,891
	32	2,632	2,302	2,525	2,350	2,472	2,484							14,765
	33	2,595	2,495	2,784	2,414	2,663	2,314							15,265
	44	1,482	1,332	1,652	1,287	1,702	1,607							9,062
	45	5,332	4,822	5,762	5,829	6,196	5,822							33,763
	46	299	240	337	356	463	528							2,223
	57	2,543	2,190	2,471	2,252	2,343	2,387							14,186
	411	171	225	166	279	363	402							1,606
	NCC	86	120	72	32									310
TOTAL		19,759	17,997	20,819	19,223	21,209	20,612							119,619

YEAR	ROUTE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2022	30	754	766	954	894	979	1,089	979	1,209	1,194	1,159	1,004	1,024	12,005
	31	2,258	2,303	3,065	2,931	2,888	3,142	3,056	3,460	3,204	3,102	3,269	3,328	36,006
	32	1,861	1,873	2,302	2,128	2,155	2,285	2,528	2,849	2,858	2,943	2,582	2,267	28,631
	33	1,991	1,986	2,292	2,311	2,111	2,134	1,988	2,336	2,382	2,443	2,344	2,279	26,597
	44	986	1,022	1,350	1,110	1,242	1,511	1,161	1,530	1,458	1,453	1,221	1,282	15,326
	45	3,984	4,401	5,169	4,927	4,937	5,142	4,530	5,419	5,359	5,440	4,966	4,948	59,222
	46	399	353	452	357	402	396	332	471	414	371	301	293	4,541
	57	1,516	1,592	1,860	1,761	1,768	1,834	1,825	2,054	2,066	2,485	2,024	2,026	22,811
	411					61	80	72	82	61	92	78	75	601
	NCC								88	104	160	91	78	521
TOTAL		13,749	14,296	17,444	16,419	16,543	17,613	16,471	19,498	19,100	19,648	17,880	17,600	206,261

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

RIVERCITIES TRANSIT DAILY RIDERSHIP REPORT

Jun-23

DATE	ROUTE 30	ROUTE 31	ROUTE 32	ROUTE 33	ROUTE 44	ROUTE 45A	ROUTE 45B	ROUTE 46	ROUTE 57	ROUTE 411	TOTAL
1	90	189	115	95	55	210	110	22	107	28	1021
2	89	170	99	91	78	186	117	15	90	14	949
3 S		150	101	88		160			83	4	586
4											
5	74	175	103	105	75	156	96	24	109	19	936
6	79	154	114	98	80	156	85	25	89	15	895
7	52	146	102	67	77	128	107	17	90	23	809
8	65	99	104	105	89	138	89	32	86	14	821
9	92	129	93	101	62	143	67	21	70	26	804
10 S		120	90	55		125			69	4	463
11											
12	67	143	107	112	68	159	107	19	108	14	904
13	69	178	80	85	67	168	98	23	104	17	889
14	68	139	99	80	92	147	83	18	81	12	819
15	67	142	95	84	69	150	66	39	85	21	818
16	53	127	76	88	100	118	105	19	81	23	790
17 S		141	78	61		143			88	3	514
18											
19	58	141	76	90	59	98	60	28	79	23	712
20	67	140	100	84	71	143	86	17	109	13	830
21	51	131	79	78	88	172	104	33	83	17	836
22	66	127	122	97	69	152	83	34	97	24	871
23	41	132	75	92	82	139	79	23	128	14	805
24 S		108	73	91		142			86	3	503
25											
26	50	135	117	83	64	132	73	28	105	9	796
27	53	132	104	94	64	147	95	20	88	15	812
28	51	133	101	92	58	133	63	30	71	11	743
29	44	122	89	88	53	122	81	19	101	19	738
30	62	157	92	110	87	189	112	22	100	17	948
TOTAL (26)	1408	3660	2484	2314	1607	3856	1966	528	2387	402	20612
WEEKDAY TOTAL (22)	1408	3141	2142	2019	1607	3286	1966	528	2061	388	18546
SATURDAY/REDUCED DAY TOTAL (4)		519	342	295		570			326	14	2066
DAILY AVERAGE	64	141	96	89	73	148	89	24	92	15	793
WEEKDAY AVERAGE	64	143	97	92	73	149	89	24	94	18	843
SATURDAY/REDUCED DAY AVERAGE		130	86	74		143			82	4	517

Ridership by Hour
6/1/2023 - 6/30/2023

Weekday - Passengers by Hour

Route	630	700	800	900	1000	1100	1200	1300	1400	1500	1600	1700	1800	TOTAL
31	33	184	283	240	335	252	289	337	312	291	238	192	155	3,141
32	10	80	96	154	202	199	206	262	224	277	206	152	74	2,142
33	4	115	113	170	158	194	212	206	209	198	169	158	113	2,019
Route	630	720	820	920	1020	1120	1220	1320	1420	1520	1620	1720	1820	
44	35	102	133	154	128	126	113	122	132	174	195	114	79	1,607
57	78	152	85	136	168	144	189	197	238	253	190	148	83	2,061
Route					1030	1130	1230	1330	1430	1530	1630			
30					174	226	207	197	215	205	184			1,408
Route					1050	1150	1250	1350	1450	1550				
46					66	77	105	96	107	77				528
Route	630	700	730	800						1700	1720	1800	1830	
45	80	146	133	192						244	130	89	44	5,252
Route		715	815	915		1115	1215		1415	1515	1615	1715		
411		13	57	76		55	47		56	32	35	17		388

Saturday - Passengers by Hour

Route		800	900	1000	1100	1200	1300	1400	1500	1600	1700		
31		31	30	47	54	75	75	62	64	54	27	519	
32		16	18	16	32	57	63	54	32	34	20	342	
33		15	15	33	41	33	32	31	38	41	16	295	
Route		820	920	1020	1120	1220	1320	1420	1520	1620	1720		
57		16	20	28	50	38	32	48	47	28	19	326	
Route	800	830	900	930	not shown for brevity				1600	1630	1700	1730	
45	25	22	43	21					45	22	26	15	570
Route		915								1515			
411		8								6			14

Total Fixed Route

20,612

Average Passengers per Trip

6/1/2023 - 6/30/2023

Weekday

Route	630	700	800	900	1000	1100	1200	1300	1400	1500	1600	1700	1800	Passengers per Revenue Service Hr	Avg daily boardings
31	1.5	8.4	12.9	10.9	15.2	11.5	13.1	15.3	14.2	13.2	10.8	8.7	7.0	11.4	143
32	0.5	3.6	4.4	7.0	9.2	9.0	9.4	11.9	10.2	12.6	9.4	6.9	3.4	7.8	97
33	0.2	5.2	5.1	7.7	7.2	8.8	9.6	9.4	9.5	9.0	7.7	7.2	5.1	7.3	92
Route	630	720	820	920	1020	1120	1220	1320	1420	1520	1620	1720	1820		
44	1.6	4.6	6.0	7.0	5.8	5.7	5.1	5.5	6.0	7.9	8.9	5.2	3.6	5.9	73
57	3.5	6.9	3.9	6.2	7.6	6.5	8.6	9.0	10.8	11.5	8.6	6.7	3.8	7.5	94
Route					1030	1130	1230	1330	1430	1530	1630				
30					7.9	10.3	9.4	9.0	9.8	9.3	8.4			9.1	64
Route					1050	1150	1250	1350	1450	1550					
46					3.0	3.5	4.8	4.4	4.9	3.5				4.0	24
Route	630	700	730	800	not shown for brevity					1700	1720	1800	1830		
45	3.6	6.6	6.0	8.7						11.1	5.9	4.0	2.0	12.3	239
Route		715	815	915		1115	1215		1415	1515	1615	1715			
411		0.59	2.59	3.45		2.50	2.14		2.55	1.45	1.59	0.77		3.4	18

Saturday

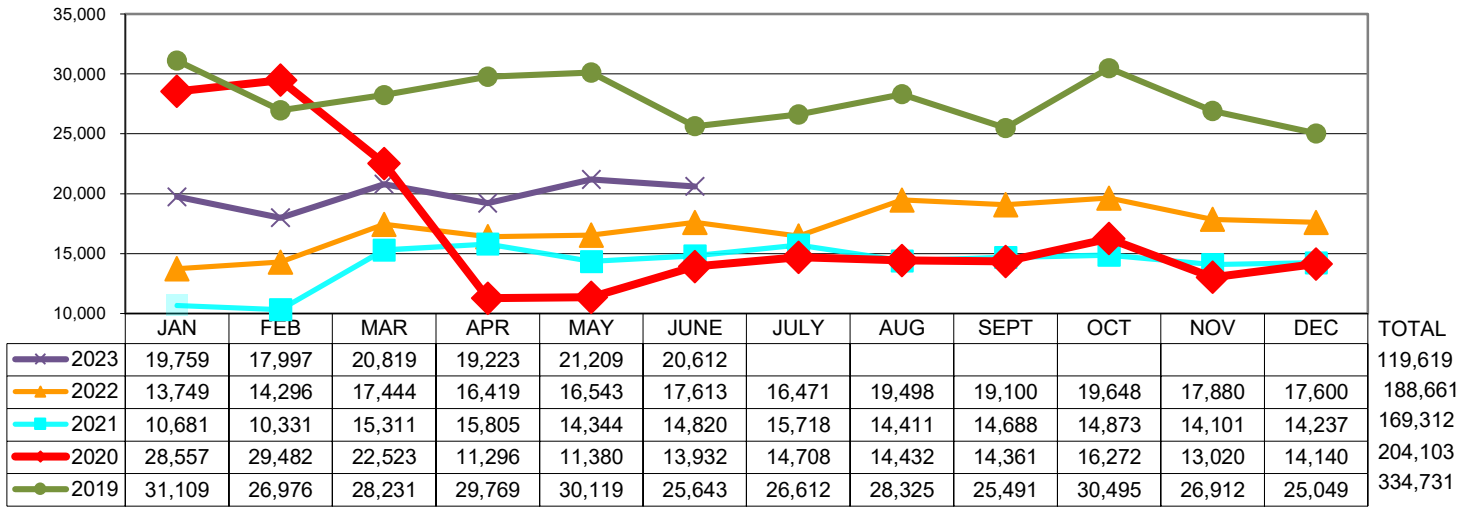
Route	800	900	1000	1100	1200	1300	1400	1500	1600	1700	Passengers per Revenue Service Hr	Avg daily boardings
31	7.8	7.5	11.8	13.5	18.8	18.8	15.5	16.0	13.5	6.8	13.0	130
32	4.0	4.5	4.0	8.0	14.3	15.8	13.5	8.0	8.5	5.0	8.6	86
33	3.8	3.8	8.3	10.3	8.3	8.0	7.8	9.5	10.3	4.0	7.4	74
Route	820	920	1020	1120	1220	1320	1420	1520	1620	1720		
57	4.0	5.0	7.0	12.5	9.5	8.0	12.0	11.8	7.0	4.8	8.5	82
Route	800	830	900	not shown for brevity			1600	1630	1700	1730		
45	6.3	5.5	10.8				11.3	5.5	6.5	3.8	14.3	143
Route		915					1515					
411		2.0					1.5				2.9	4

System Productivity

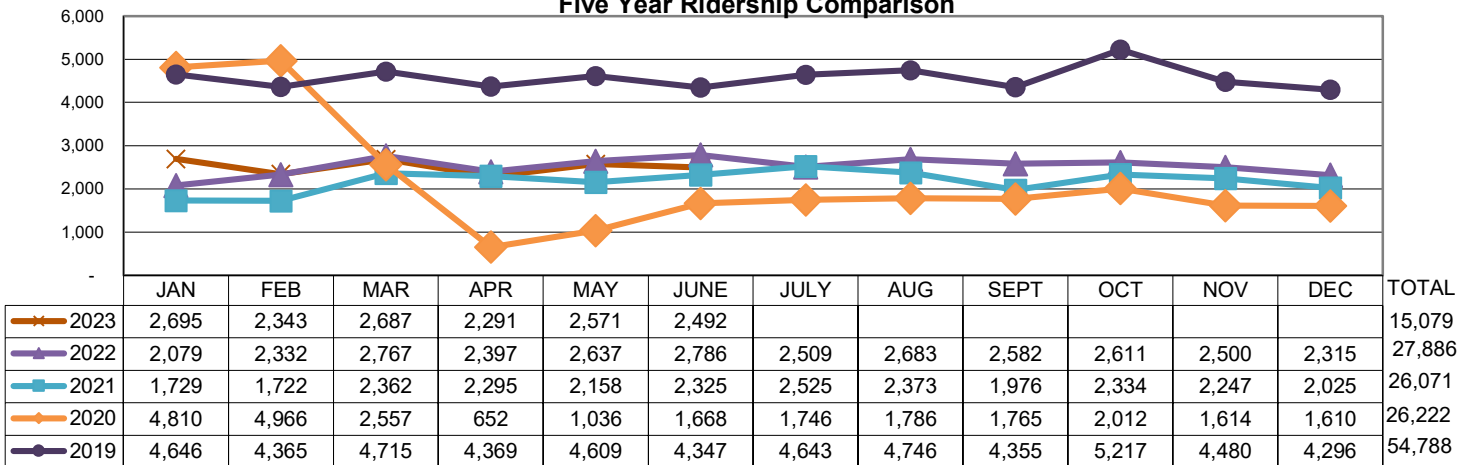
Red Less than 3.0 passengers per hour

8.3

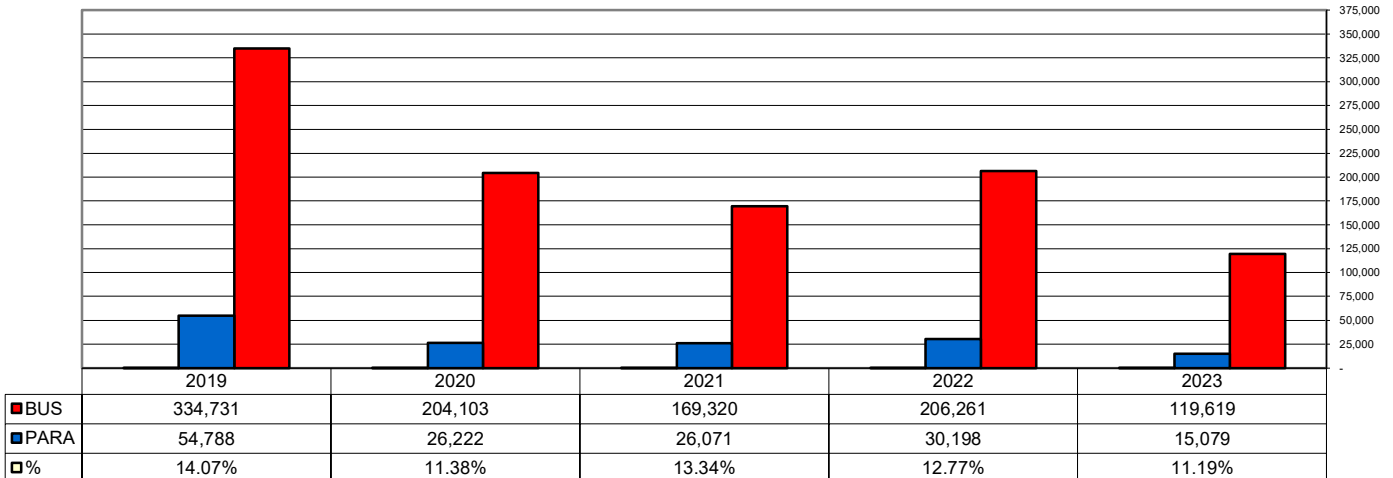
RiverCities Transit Fixed Route Five Year Ridership Comparison

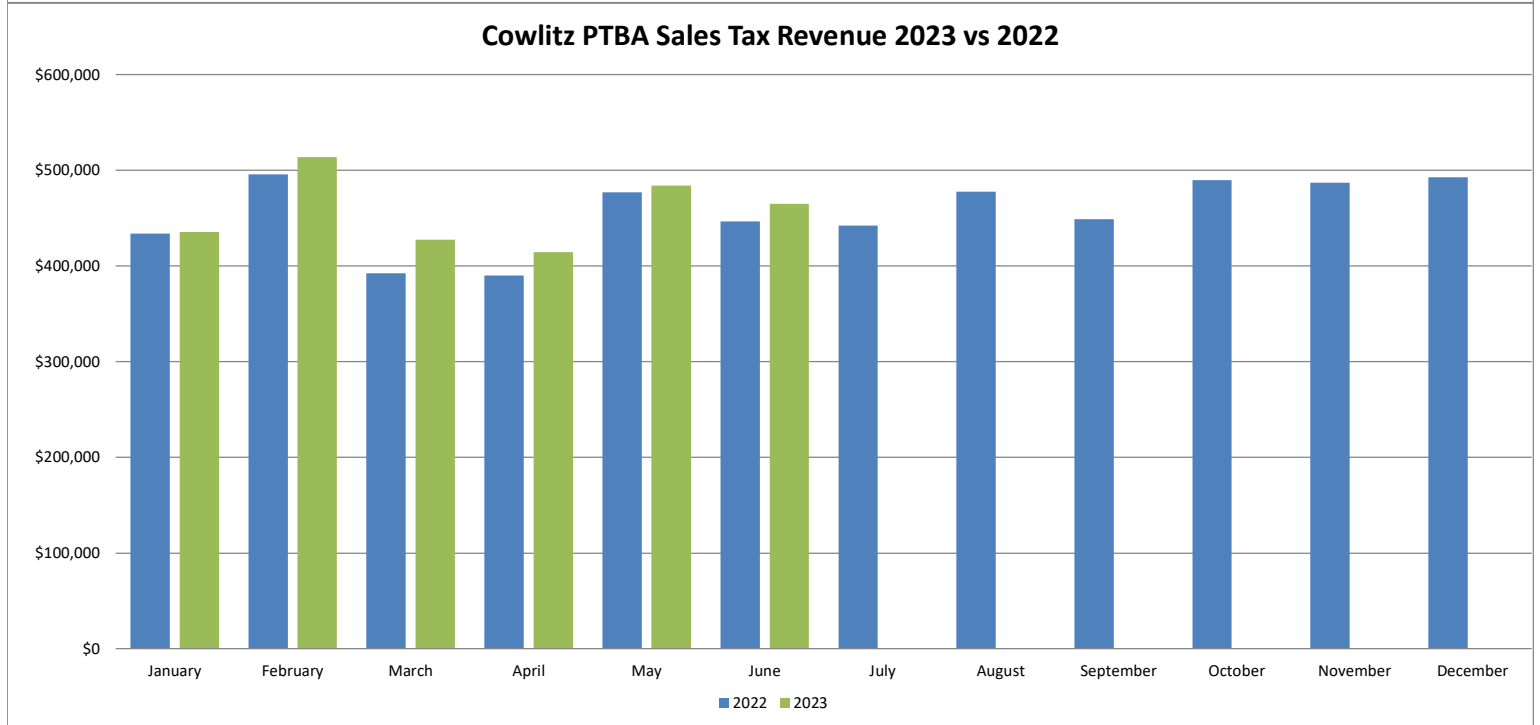
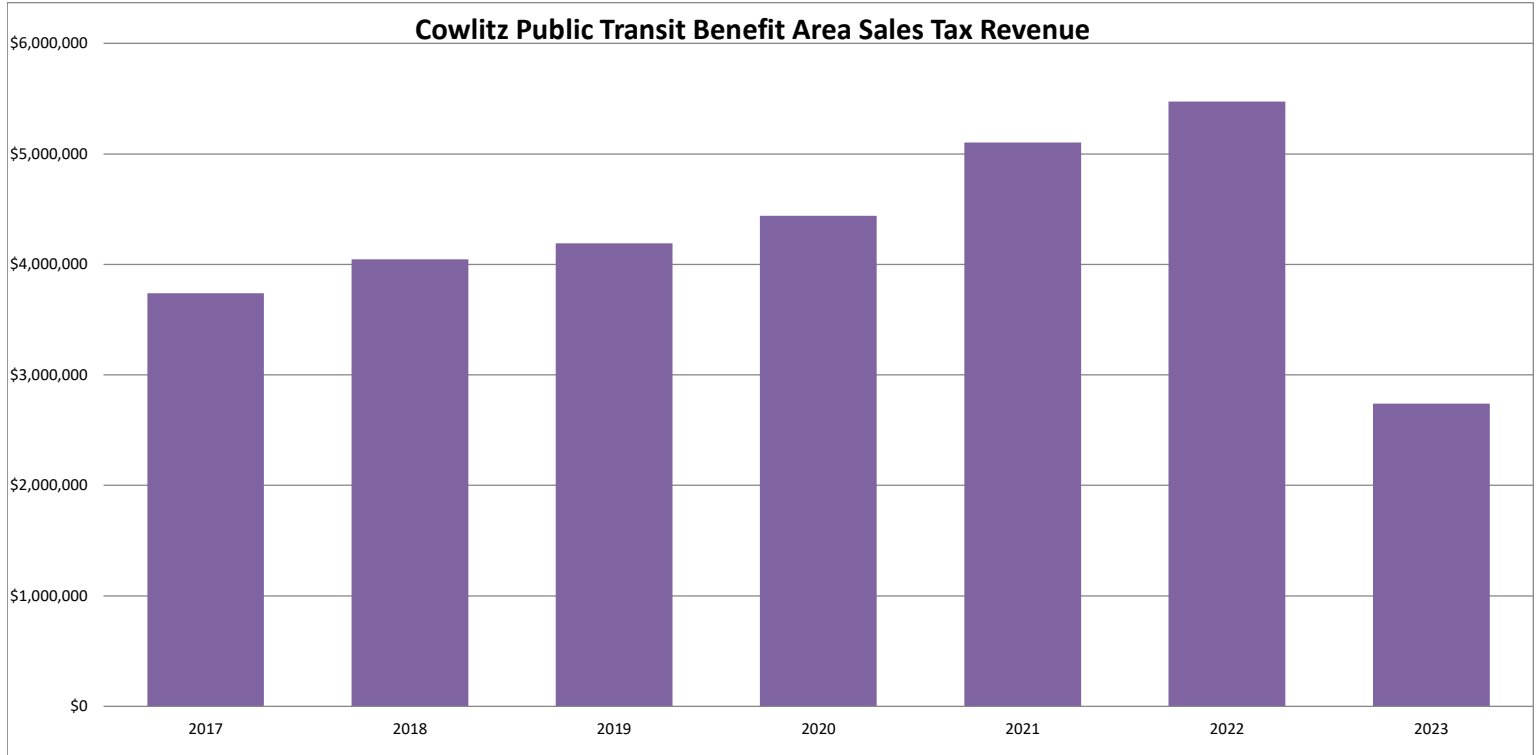


RiverCities Transit Paratransit Five Year Ridership Comparison



Comparison of Ridership Bus and Paratransit Ridership





Cowlitz Transit Authority



Agenda Summary

ESTABLISH PUBLIC HEARING: 2023-2028 TRANSIT DEVELOPMENT PLAN AND 2022 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 plan must include the following elements:

- Plan adoption, public hearing, and distribution
- State and agency goals, objectives, and action strategies
- Local performance measures
- Planned capital expenses
- Planned operating changes
- Multiyear financial plan
- Projects of regional significance

RECOMMENDED ACTION:

Hold public hearing

THEN:

Motion to approve the RiverCities Transit 2023-2028 Transit Development Plan and 2022 Annual Report.



Cowlitz Transit Authority

Agenda Summary

REPORT ON LEXINGTON SERVICE – ROUTE 411

SUMMARY STATEMENT:

In May 2022, a pilot service between Longview Transit Center and Lexington was initiated via Westside Highway, and operating through several neighborhoods in the Lexington area, including the elementary school.

This service was originally intended to begin a few years earlier, but due to State funding, COVID-19, and staffing issues, delays occurred. Although the operating portion of WSDOT's Regional Mobility Grant would run out on June 30, 2023, our agency committed to providing the full two years of service proposed in the original grant application. The capital portion of the funding, for an additional cutaway bus, was reauthorized by the Legislature.

The attached report provides more detail and staff's request for direction from the Transit Authority Board on whether to continue service beyond the two-year commitment.

ATTACHMENT:

PowerPoint presentation on Lexington Service.

RECOMMENDED ACTION:

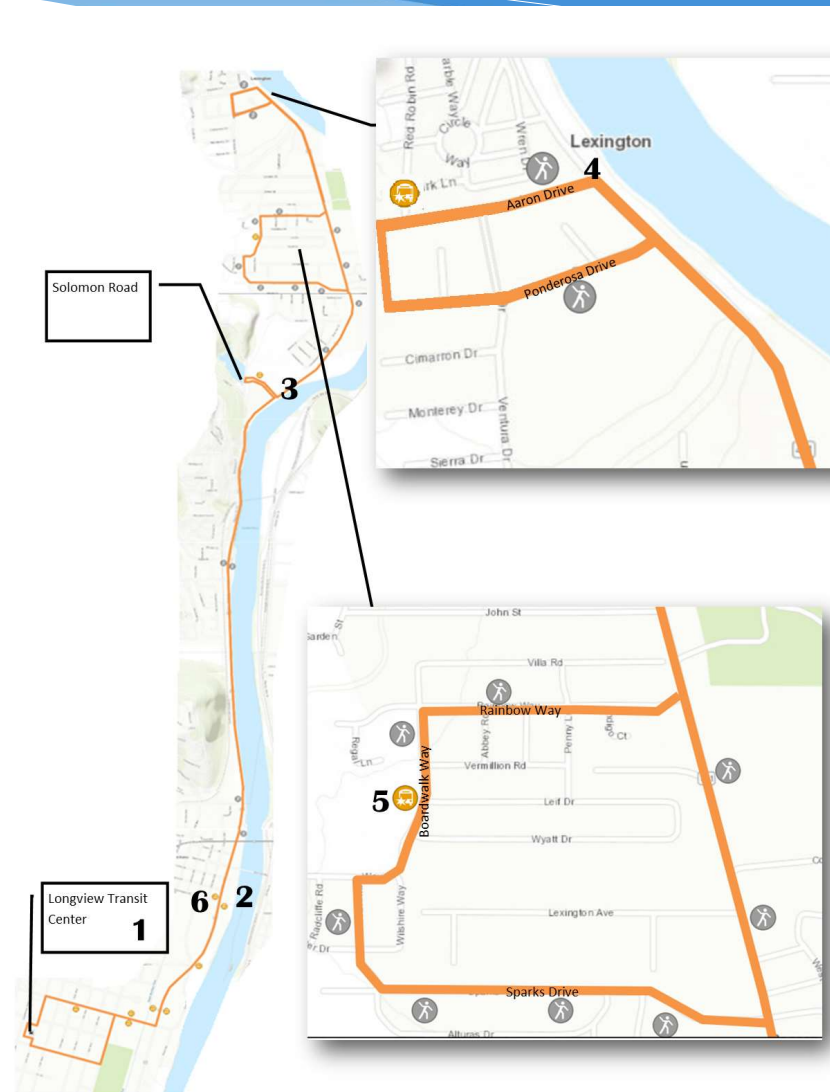
Provide direction to staff on whether to continue to provide service to Lexington beyond April 30, 2024, and consideration of expanding the CTA service boundaries to include Lexington.

RiverCities Transit



Lexington Service -- Route 411 -- Report

Route 411 Service Area



May 2022 – June 2023

Service Data and Ridership

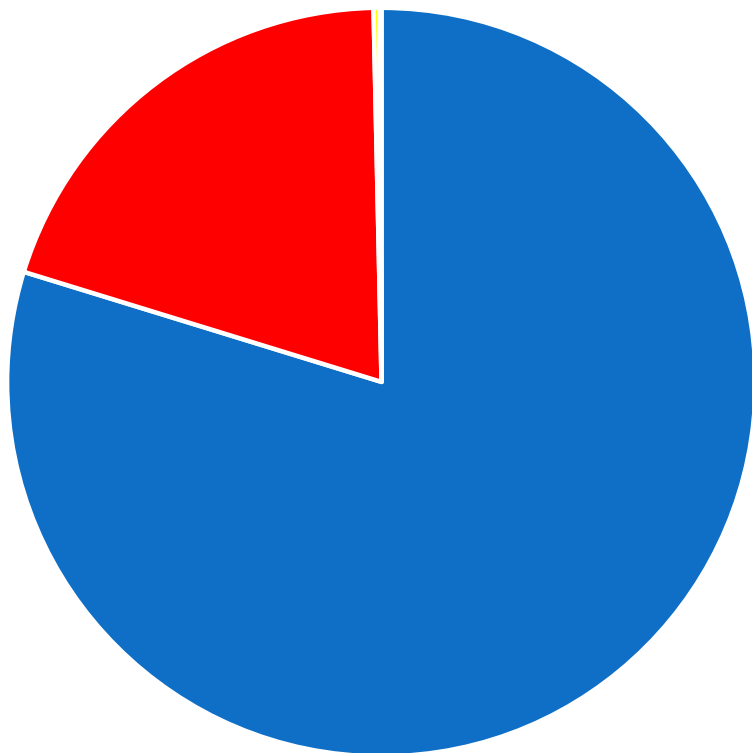
- * Since inception, **Route 411 has provided 2,261 rides**. Of those, **2,207** rides were fixed route and **54** were ADA trip deviations (counted as paratransit trips).
 - * **2022** productivity: **1.0 ride per hour**.
 - * **2023** YTD productivity: **3.0 rides per hour**, including 3.3 per hour last quarter since increasing frequency.
 - * **Weekday scheduled trips** increased from 5-1/2 to **9** in mid-April
 - * **Most frequent boardings** occurred at LTC (1,073), Country Run Apts. (474), Aaron Dr/Ventura Dr (163), Lexington School (98), and Zone C flag stops (97).

Funding

May 2022 – June 2023

Revenue
(estimated 2nd Qtr)

Lexington Service Funding



■ State RM Grant ■ CTA Funds ■ Transit Fares ■ LCC Agreement

- State RM Grant
\$145,311
- CTA Funds
\$36,330
- Transit Fares \$465
- LCC Agreement
\$155

July 2023 – April 2024 Projected Expenses

- * Labor: \$93,100
 - * Maintenance: \$30,750
 - * Fuel: \$20,500
 - * Insurance: \$11,755
 - * Marketing: \$1,670
 - * Other: \$5,000
 - * **TOTAL: \$162,775**
-
- * Estimated ridership: 3,500

What's Next?

- * Does the CTA Board wish to consider continuing service to Lexington past April 30, 2024?
- * If yes, staff will request Legal Counsel research options in RCW 36.57A for incorporating Lexington into the Cowlitz PTBA boundaries.
- * Board may consider options during August 9, 2023 meeting or at a future meeting.