



Agenda

Cowlitz Transit Authority

*Dennis Weber (Chair), Lisa Alexander, Kennan Harvey, MaryAlice Wallis,
Erik Halvorson, Anthony Harris (Nonvoting), Spencer Boudreau (Alternate),
Mike Karnofski (Alternate), Richard Dahl (Alternate)*

Wednesday, June 12, 2024

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 12, 2024, 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 10, 2024

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 MAY 8, 2024 MEETING**
24-00523 May 8, 2024 CTA Board Meeting Minutes
6. **CONSENT CALENDAR**
24-00528 2024 April CTA Treasurer's Report
24-00529 2024 April CTA Fund Balance Report
24-00530 Invoice #2024-07 - City of Longview \$553,741.00
24-00547 Invoice #229 - CWCOG - LKRATS Q3 \$2,813.84
7. **REPORTS**
24-00531 2024 Annual Fixed Route Ridership
24-00535 2024 May Daily Fixed Route Ridership
24-00536 2024 May Fixed Route Ridership per Hour
24-00537 2024 May Average Fixed Route Ridership per Trip
24-00538 2024 April LIFT Monthly Report
24-00539 Five Year Ridership Graph
24-00540 PTBA Sales Tax Data 2024 vs. 2023
8. **AGENDA SUMMARY - ESTABLISH PUBLIC HEARING FOR 2024-2029 TRANSIT DEVELOPMENT PLAN AND 2023 ANNUAL REPORTS**
24-00563 **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. Staff requests the Board establish a hearing at the next regular meeting on July 10, 2024, to receive citizen input. A draft copy of the 2024-2029 Transit Development Plan and 2023 Annual Report will be sent to Board Members and posted to our website by June 21, 2024.

RECOMMENDED ACTION:
Motion to establish a public hearing for the July 10, 2024, CTA Board meeting to receive citizen input on the 2024-2029 Transit Development Plan and 2023 Annual Report.

9. AGENDA SUMMARY - BALLOT MEASURE INFORMATION**24-00562 SUMMARY STATEMENT:**

At its April 10, 2024 meeting, the Cowlitz Transit Authority adopted Resolution 2024-01, annexing eight precincts in the Beacon Hill and Lexington neighborhoods into the Cowlitz Public Transportation Benefit Area (PTBA).

Staff also prepared the attached document to provide a neutral explanation of what the ballot measure entails, which has been posted so that employees can refer individuals with questions to that information, as advised by Counsel and if requested.

RECOMMENDED ACTION:

No action, information only.

ATTACHMENT:

Attachment - CTA Proposition 1 – Annexation one-pager

10. MANAGER'S REPORT**11. MISCELLANEOUS****12. ADJOURNMENT**



Minutes

Agenda

Cowlitz Transit Authority

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Next meeting

Wednesday, June 12, 2024

4:00 p.m. – Regular Board Meeting

1. CALL TO ORDER

Chair Weber called the meeting to order at 4:00 pm.

2. FLAG SALUTE

The flag salute was recited.

3. ROLL CALL

Present: Chair Dennis Weber; Member Lisa Alexander; Member MaryAlice Wallis; Member Erik Halvorson; Member Keenan Harvey; Member Anthony Harris

Absent: Member (Alternate) Mike Karnofski; Member (Alternate) Spencer Boudreau; Member (Alternate) Richard Dahl

Staff Present: Jim Duscha, Interim City Manager; Ken Hash, Public Works Director; Chris Collins, Asst. Public Works Director; Jim Seeks, Transit Manager; Doreen Daggett, Transit Supervisor; Tara Hargrave, Clerk of the Board

Others Present: Betsy DeSpain, Paratransit Regional Manager; Sheila Harmon, Paratransit Manager; Bill Fashing CWCOC

4. PUBLIC COMMENTS

CWCOC representative Bill Fashing reported that Lauren Reed has departed from CWCOC for position in Arizona and CWCOC wishes her well.

5. CONSIDERATION OF MINUTES: APRIL 10, 2024

A motion was made by Member Wallis, seconded by Member Harvey, to approve the April 10, 2024 Cowlitz Transit Authority Regular Board Meeting Minutes. The motion carried unanimously.

24-00433 2024 04 10 CTA Meeting Minutes

6. CONSENT CALENDAR

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

24-00419 2024 February CTA Treasurer's Report

24-00420 2024 March CTA Treasurer's Report

24-00421 2024 February CTA Fund Balance Report

24-00422 2024 March CTA Fund Balance Report

24-00423 Invoice #2024-06 - City of Longview \$553,741.00

24-00424 Invoice #2737 - Law Office of Erin H. Winkles \$1,622.50

7. REPORTS

24-00425 2024 Annual Fixed Route Ridership

24-00426 2024 April Daily Fixed Route Ridership

24-00427 2024 April Fixed Route Ridership per Hour

24-00428 2024 April Average Fixed Route Ridership per Trip

24-00429 2024 April LIFT Monthly Ridership

24-00430 Five Year Ridership Graph

24-00431 PTBA Sales Tax Data 2024 vs. 2023

8. AGENDA SUMMARY - LOCAL MATCH TO GRANT FOR LOW-FLOOR, FIXED ROUTE CUTAWAY

Transit Manager Seeks presented the local match request.

Member Harvey made a motion, seconded by Member Wallis to approve the grant match for a 28ft. low-floor cutaway. The motion passed unanimously.

24-00435 Agenda Summary - Resolution No. 2024-03 Local Matching Funds

24-00434 Resolution No. 2024-03 Bus and Bus Facilities Matching Funds Commitment

9. MANAGER'S REPORT

Transit Manager Seeks reported on the possible elections costs, public information night at Lexington Elementary, new operator training, summer hires, NTD Reports, and FTA triennial Review. He also gave a shout out to Lauren Reed with CWCOC for all her help with marketing, travel training and transit videos during her time with CWCOC.

Paratransit Manager Sheila Harmon reported they were fully staffed and ridership is almost 20% up from last year. She stated that a majority of stops are for medical appointments and grocery shopping.

10. MISCELLANEOUS

None.

11. ADJOURNMENT

Chair Weber adjourned the meeting at 4:17 p.m.

Dennis Weber, Chair

Tara Hargrave, Clerk of the Board

69701 TRANSIT AUTHORITY

930100 TRANSIT AUTHORITY

Account Information	BARS Information	Beg Balance	Debits	Credits	Change	End Balance
1111000 CASH		2,270,688.95	476,387.58	- 18,176.35	458,211.23	2,728,900.18
1180000 INVESTMENTS		4,276,187.65	18,176.35	0.00	18,176.35	4,294,364.00
2131020 ACCOUNTS PAYABLE - AP MODULE		0.00	0.00	- 554,843.50	- 554,843.50	- 554,843.50
2880000 UNRESERVED FUND BALANCE		- 7,615,880.86	0.00	0.00	0.00	- 7,615,880.86
3132100 PUBLIC TRANSPORTATION SYSTEM	8900000 DISTRICT ACTIVITIES	- 1,408,637.71	0.00	- 456,843.21	- 456,843.21	- 1,865,480.92
3611000 INVESTMENT EARNINGS	8900000 DISTRICT ACTIVITIES	- 35,240.50	0.00	- 18,176.35	- 18,176.35	- 53,416.85
3614000 OTHER INTEREST	8900000 DISTRICT ACTIVITIES	- 4,879.63	0.00	- 1,368.02	- 1,368.02	- 6,247.65
5492000 OTHER	8900000 DISTRICT ACTIVITIES	2,517,762.10	554,843.50	0.00	554,843.50	3,072,605.60
Total		0.00	1,049,407.43	- 1,049,407.43	0.00	0.00

COWLITZ TRANSIT AUTHORITY FUND BALANCES
For Period Ending: April 30, 2024

	Current Period	Y-T-D
COWLITZ TRANSIT AUTHORITY		
Beginning Balance: January 1, 2024		\$ 7,615,880.86
CTA Revenue		
Metro Sales Tax	456,843.21	1,846,800.88
Interest Earnings/Investments	18,176.35	61,638.01
Local Sales Interest	1,368.02	5,732.32
LCC Ridership Agreement	-	-
Other Miscellaneous Revenue	-	-
Subtotal	\$ 476,387.58	\$ 1,914,171.21
CTA Expenditures		
City of Longview	553,741.00	2,214,964.00
City of Longview - Audit Services		850,000.00
Legal Counsel/Notices	1,102.50	1,373.50
Transit Center Security Services	-	-
Subsistence - Meals	-	-
Cowlitz-Wahkiakum Council of Governments Dues		9,452.95
Subtotal	\$ 554,843.50	\$ 3,075,790.45
CTA Ending Balance		\$ 6,454,261.62
CITY OF LONGVIEW		
Beginning Balance: January 1, 2024		\$ 106,663.45
Longview Revenue		
Federal Grant Competitive- 5339 Replacement Buses	\$ -	\$ -
Federal Grant - CARES ACT 5307 Formula-Operating	\$ -	\$ -
Federal Grant - 5307 Formula- Operating	\$ -	\$ -
Federal Grant Competitive- 5310 Paratransit Operating	\$ -	\$ -
State Grant - Regional Mobility Operating (PTD0105	\$ -	\$ -
WSDOT Transit Support Grant	\$ -	\$ -
Green Transportation Planning - PTD0567	\$ -	\$ -
WSTIP Risk Management Grant (RMG)	\$ -	\$ 2,500.00
Farebox/Pass Sales	\$ 12,022.32	\$ 50,567.30
Payments from CTA	\$ -	\$ 2,511,223.00
State Pool - Interest	\$ 4,832.52	\$ 9,336.57
Paratransit Office Space Rental	\$ 981.11	\$ 3,924.44
Bank Returns Fees	\$ -	\$ -
Other Misc Revenue	\$ -	\$ -
Bank One Rebates	\$ -	\$ 414.13
Federal Grant Competitive- 5310 - Replacement Buses	\$ -	\$ -
Miscellaneous Adjustments/Settlements/AR	\$ -	\$ 3,255.00
Due from other Governments	\$ 1,560,000.00	\$ 1,921,779.00
Cashier Over-Short / NSF	\$ -	\$ -
Fixed Assets Sale Proceeds	\$ -	\$ -
Insurance Recoveries	\$ -	\$ 1,846.44
Other Recoveries / Guest Rider	\$ -	\$ -
Capital Asset Gains (Losses)	\$ -	\$ -
Subtotal	\$ 1,577,835.95	\$ 4,504,845.88
Longview Expenditures		
Subtotal	\$521,186.91	\$2,160,027.88
Longview Ending Balance		\$ 2,451,481.45
Combined CTA & Longview Ending Balance		\$ 8,905,743.07

Date: 06/12/2024
Invoice # 2024-07

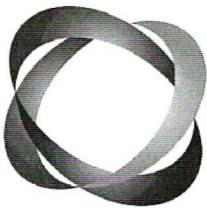
BILL TO Cowlitz Transit Authority
207 North 4th Avenue
Kelso WA 98626

[illegible]

REMITTANCE	
Statement #	2024-07
Date	06/12/2024
Amount Due	553,741.00
Amount Enclosed	

Page 9 of 20

Cowlitz-Wahkiakum Council of Governments
PO Box 128
Kelso, WA 98626
(360) 577-3041
finance@cw cog.org



INVOICE

BILL TO
Cowlitz Transit
Authority/RiverCities Transit
254 Oregon Way
Longview, WA 98632

INVOICE # 229
DATE 05/21/2024
DUE DATE 07/05/2024
TERMS Net 45

DESCRIPTION	QTY	RATE	AMOUNT
LKRATS Q3 (Jan-Mar 24) – Labor	1	1,494.65	1,494.65
LKRATS Q3 (Jan-Mar 24) - Direct Program Costs	1	78.83	78.83
LKRATS Q3 (Jan-Mar 24) - Indirect Program Costs	1	867.80	867.80
LKRATS Q3 (Jan-Mar 24) - Consultant	1	372.56	372.56
BALANCE DUE			\$2,813.84

RIVERCITIES TRANSIT
RIDERSHIP BY THE YEAR

YEAR	ROUTE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2024	30	1,099	1,192	1,351	1,534	1,457								6,633
	31	3,263	3,617	3,983	3,590	3,929								18,382
	32	2,435	2,613	2,689	2,927	2,819								13,483
	33	2,166	2,609	2,785	2,789	2,862								13,211
	44	1,262	1,421	1,588	1,754	1,879								7,904
	45	5,221	5,988	6,293	6,254	6,440								30,196
	46	511	531	570	673	616								2,901
	57	2,332	2,859	2,779	2,758	2,850								13,578
	411	410	439	483	676	588								2,596
	TOTAL	18,699	21,269	22,521	22,955	23,440	0	0	0	0	0	0	0	108,884

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	1,332	1,408	1,228	1,304	1,168	1,163	15,151
	31	3,422	3,131	3,732	3,313	3,633	3,660	3,527	4,026	3,606	3,501	3,579	3,652	42,782
	32	2,632	2,302	2,525	2,350	2,472	2,484	2,704	2,828	2,538	2,533	2,608	2,539	30,515
	33	2,595	2,495	2,784	2,414	2,663	2,314	2,402	2,477	2,737	2,784	2,350	2,052	30,067
	44	1,482	1,332	1,652	1,287	1,702	1,607	1,418	1,612	1,483	1,679	1,449	1,392	18,095
	45	5,332	4,822	5,762	5,829	6,196	5,822	5,267	6,364	5,494	5,842	5,598	5,300	67,628
	46	299	240	337	356	463	528	458	566	560	533	560	552	5,452
	57	2,543	2,190	2,471	2,252	2,343	2,387	2,167	2,398	2,389	2,692	2,763	2,126	28,721
	411	171	225	166	279	363	402	388	425	385	437	402	383	4,026
	NCC	86	120	72	32									310
	TOTAL	19,759	17,997	20,819	19,223	21,209	20,612	19,663	22,104	20,420	21,305	20,477	19,159	242,747

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

May-24

DATE	ROUTE 30	ROUTE 31	ROUTE 32	ROUTE 33	ROUTE 44	ROUTE 45 A	ROUTE 45 B	ROUTE 46	ROUTE 57	ROUTE 411	TOTAL
1	82	191	143	125	99	175	107	54	132	51	1159
2	73	162	98	104	96	179	120	28	110	25	995
3	84	190	125	101	108	186	124	20	116	29	1083
4 S		135	83	80		166			106	9	579
5											
6	76	137	118	149	64	184	112	22	120	30	1012
7	68	157	108	88	93	157	100	16	109	34	930
8	56	153	106	135	93	162	117	21	127	24	994
9	63	154	113	122	93	184	101	42	132	25	1029
10	64	159	118	113	87	150	111	23	102	22	949
11 S		142	86	105		151			82	7	573
12											
13	71	152	107	118	64	147	106	28	124	32	949
14	76	160	119	118	104	188	99	31	130	21	1046
15	54	164	119	118	97	172	103	25	121	22	995
16	50	169	115	112	91	146	85	21	120	23	932
17	117	156	106	105	86	143	102	19	79	20	933
18 S		121	98	76		147			80	3	525
19											
20	80	147	129	135	92	188	124	38	120	24	1077
21	44	139	94	88	64	158	75	20	103	13	798
22	53	148	92	101	73	156	83	20	105	19	850
23	76	148	114	117	93	149	114	22	105	27	965
24	53	125	105	115	74	126	87	29	74	26	814
25 S		108	68	107		121			92	4	500
26											
27 H											
28	53	140	98	105	63	205	108	39	138	21	970
29	50	141	95	92	84	123	89	30	121	24	849
30	55	137	142	100	83	160	94	39	116	20	946
31	59	194	120	133	78	174	82	29	86	33	988
TOTAL (26)	1457	3929	2819	2862	1879	4197	2243	616	2850	588	23440
WEEKDAY TOTAL (22)	1457	3423	2484	2494	1879	3612	2243	616	2490	565	21263
SATURDAY/REDUCED DAY TOTAL (4)		506	335	368		585			360	23	2177
DAILY AVERAGE	66	151	108	110	85	161	102	28	110	23	899
WEEKDAY AVERAGE	66	156	113	113	85	164	102	28	113	26	881
SATURDAY/REDUCED DAY AVERAGE		127	84	92		146			90	6	544

Ridership by Hour
5/1/2024 - 5/31/2024

Weekday - Passengers by Hour

Route	630	700	800	900	1000	1100	1200	1300	1400	1500	1600	1700	1800	TOTAL
31	44	257	312	286	361	295	254	323	343	306	234	221	187	3,423
32	19	109	188	195	259	249	233	236	279	254	213	159	91	2,484
33	19	126	179	229	215	192	270	233	225	298	227	178	103	2,494
Route	630	720	820	920	1020	1120	1220	1320	1420	1520	1620	1720	1820	
44	82	106	127	186	197	173	151	156	171	191	153	103	83	1,879
57	96	171	156	174	145	172	196	228	462	284	179	158	69	2,490
Route					1030	1130	1230	1330	1430	1530	1630			
30					152	227	234	200	268	215	161			1,457
Route					1050	1150	1250	1350	1450	1550				
46					68	93	124	119	97	115				616
Route	630	700	730	800		not shown for brevity				1700	1720	1800	1830	
45	79	183	144	152						241	163	126	66	5,855
Route		715	815	915		1115	1215	1315	1415	1515	1615	1715		
411		33	71	69		73	62	52	60	46	41	58		565

Saturday - Passengers by Hour

Route	800	900	1000	1100	1200	1300	1400	1500	1600	1700		
31	38	35	60	47	66	80	49	45	55	31	506	
32	15	31	31	51	38	29	54	31	35	20	335	
33	18	32	36	32	40	49	44	40	42	35	368	
Route	820	920	1020	1120	1220	1320	1420	1520	1620	1720		
57	25	30	46	43	35	37	45	46	34	19	360	
Route	800	830	900	930	not shown for brevity				1600	1630	1700	1730
45	23	22	40	31					39	27	27	7
Route	915								1515			
411	9								14	23		

Total Fixed Route

23,440

Average Passengers per Trip
5/1/2024 - 5/31/2024

Weekday

														Passengers per Revenue Service Hr	Avg daily boardings		
Route	630	700	800	900	1000	1100	1200	1300	1400	1500	1600	1700	1800				
31	2.0	11.7	14.2	13.0	16.4	13.4	11.5	14.7	15.6	13.9	10.6	10.0	8.5	12.4	156		
32	1.0	5.5	9.4	9.8	13.0	12.5	11.7	11.8	14.0	12.7	10.7	8.0	4.6	9.9	124		
33	0.9	5.7	8.1	10.4	9.8	8.7	12.3	10.6	10.2	13.5	10.3	8.1	4.7	9.1	113		
Route	630	720	820	920	1020	1120	1220	1320	1420	1520	1620	1720	1820				
44	3.7	4.8	5.8	8.5	9.0	7.9	6.9	7.1	7.8	8.7	7.0	4.7	3.8	6.9	85		
57	4.4	7.8	7.1	7.9	6.6	7.8	8.9	10.4	21.0	12.9	8.1	7.2	3.1	9.1	113		
Route					1030	1130	1230	1330	1430	1530	1630						
30					6.9	10.3	10.6	9.1	12.2	9.8	7.3					9.5	66
Route					1050	1150	1250	1350	1450	1550							
46					3.1	4.2	5.6	5.4	4.4	5.2						4.7	28
Route	630	700	730	800	not shown for brevity					1700	1720	1800	1830				
45	4.0	9.2	7.2	7.6						12.1	8.2	6.3	3.3	14.7	293		
Route	715		815	915	1115		1215	1315	1415	1515	1615	1715					
411	1.5		3.2	3.1	3.3		2.8	2.4	2.7	2.1	1.9	2.6	4.4			26	

Saturday

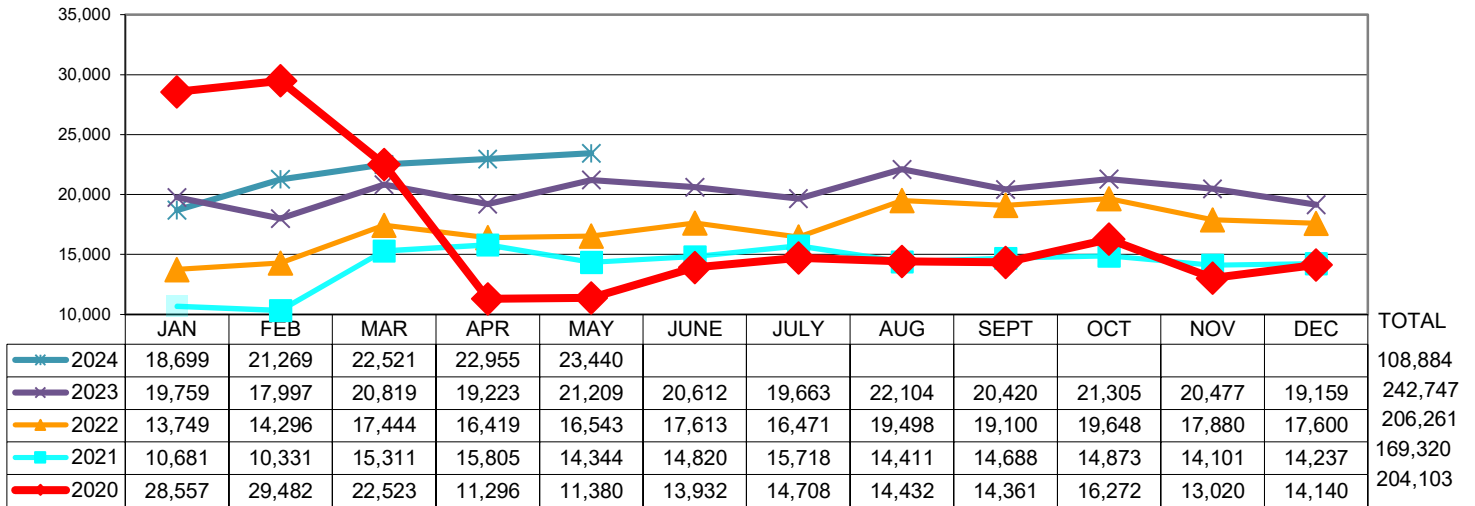
Route		800	900	1000	1100	1200	1300	1400	1500	1600	1700	Passengers per Revenue Service Hr	Avg daily boardings
31		9.5	8.8	15.0	11.8	16.5	20.0	12.3	11.3	13.8	7.8	12.7	127
32		3.8	7.8	7.8	12.8	9.5	7.3	13.5	7.8	8.8	5.0	8.4	84
33		4.5	8.0	9.0	8.0	10.0	12.3	11.0	10.0	10.5	8.8	9.2	92
Route		820	920	1020	1120	1220	1320	1420	1520	1620	1720		
57		6.3	7.5	11.5	10.8	8.8	9.3	11.3	11.5	8.5	4.8	9.3	90
Route	800	830	900	not shown for brevity				1600	1630	1700	1730		
45	5.8	5.5	10.0					9.8	6.8	6.8	1.8	14.6	146
Route			915						1515				
411			2.3						3.5			4.8	6

System Productivity

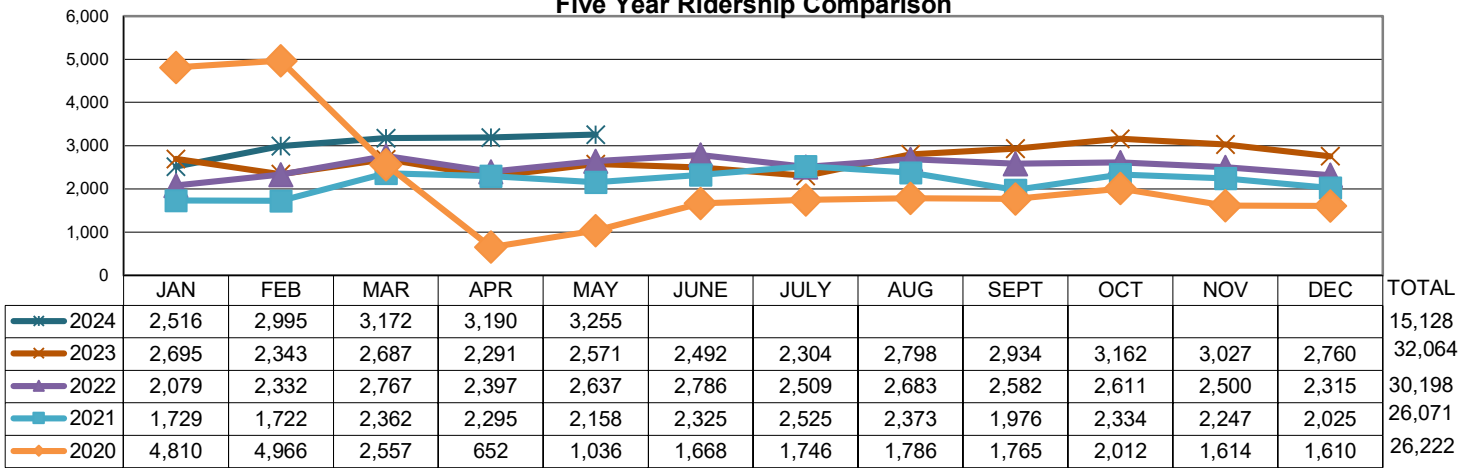
9.6

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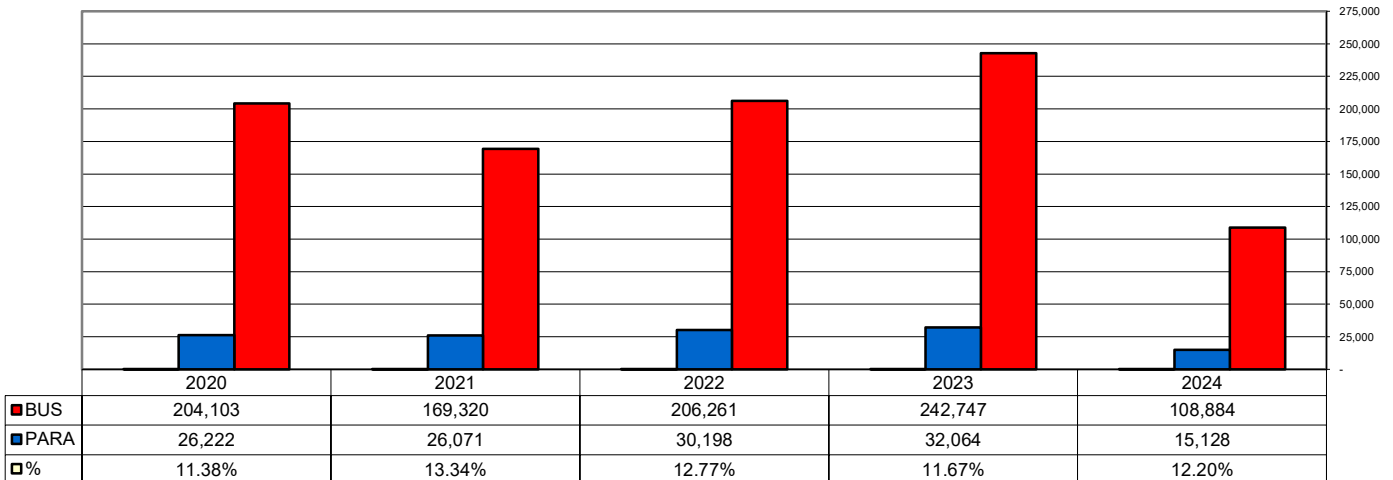
RiverCities Transit Fixed Route Five Year Ridership Comparison

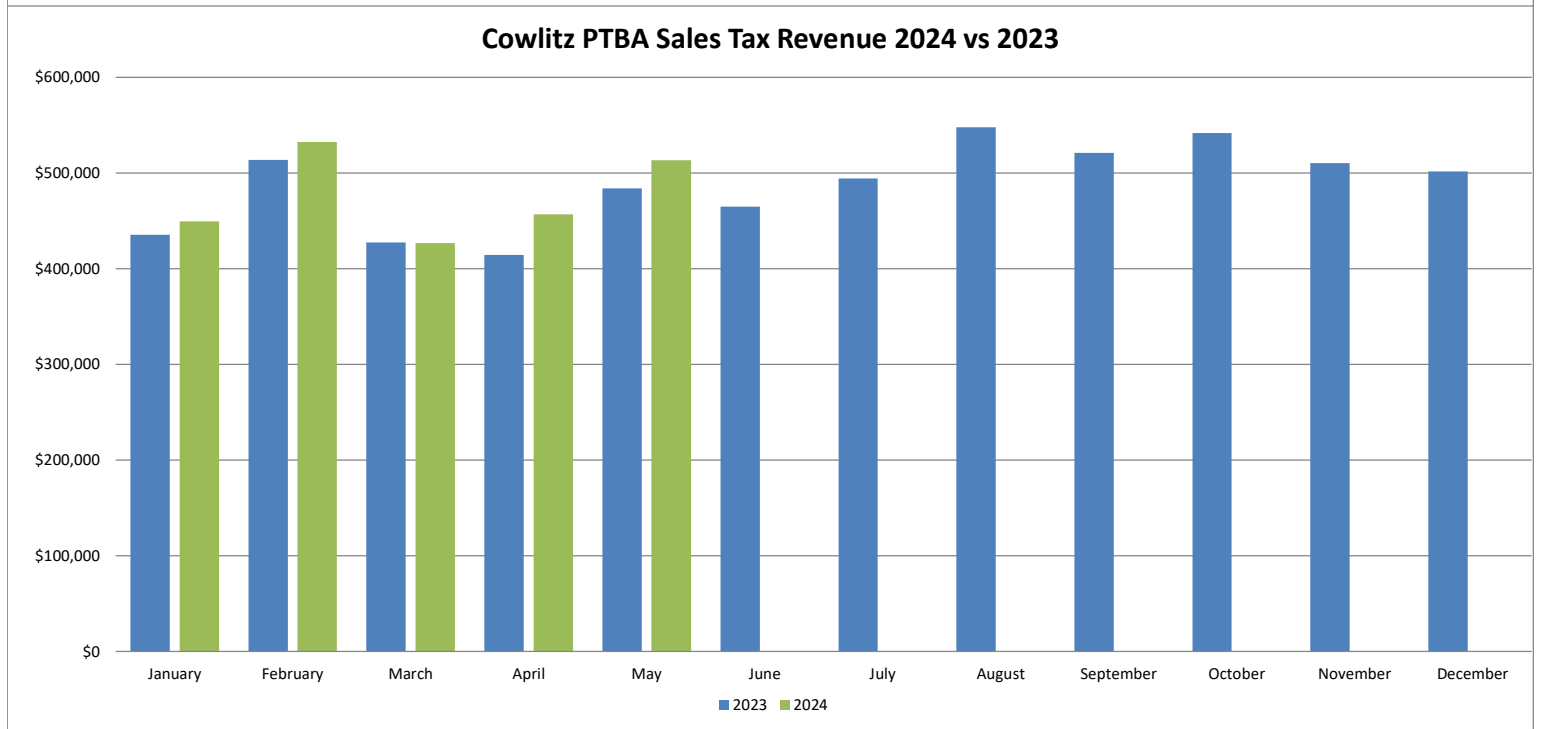
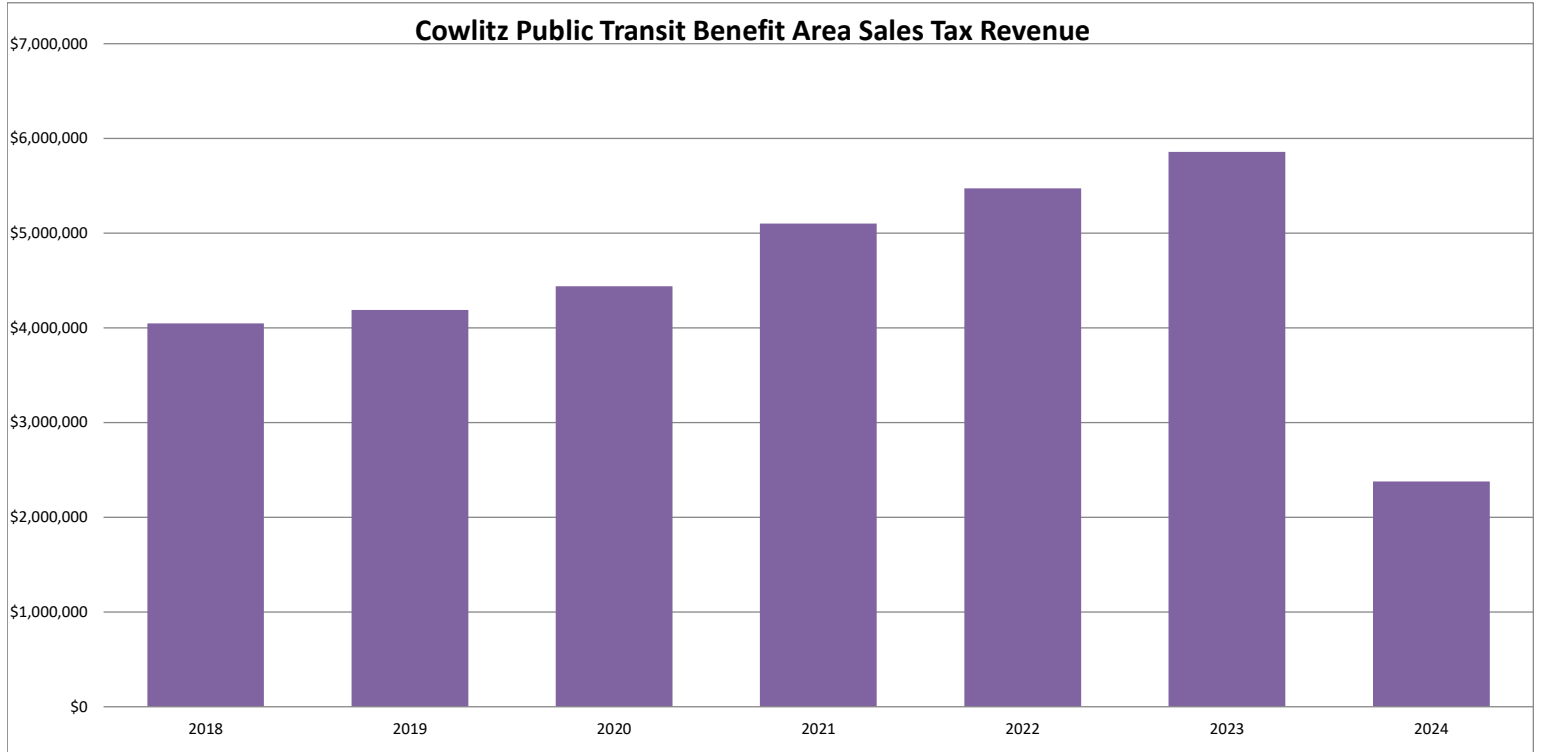


RiverCities Transit Paratransit Five Year Ridership Comparison



Comparison of Ridership Bus and Paratransit Ridership





Cowlitz Transit Authority Agenda Summary

ESTABLISH PUBLIC HEARING – 2024-2029 Transit Development Plan and 2023 Annual Report

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.

Staff requests the Board establish a hearing at the next regular meeting on July 10, 2024, to receive citizen input. A draft copy of the 2024-2029 Transit Development Plan and 2023 Annual Report will be sent to Board Members and posted to our website by June 21, 2024.

RECOMMENDED ACTION:

Motion to establish a public hearing for the July 10, 2024, CTA Board meeting to receive citizen input on the 2024-2029 Transit Development Plan and 2023 Annual Report.

Cowlitz Transit Authority Agenda Summary

PROPOSITION 1 BALLOT MEASURE INFORMATION

SUMMARY STATEMENT:

At its April 10, 2024 meeting, the Cowlitz Transit Authority adopted Resolution 2024-01, annexing eight precincts in the Beacon Hill and Lexington neighborhoods into the Cowlitz Public Transportation Benefit Area (PTBA).

Staff subsequently request CTA's Legal Counsel draft the Explanatory Statement for a ballot measure, deemed Proposition 1. The statement and related forms were filed with the Cowlitz County Elections Office for the August 6, 2024 election. This is in accordance with RCW 36.57A.140(3), which authorizes the electorate in the area annexed to decide whether to impose a 3/10ths of one percent sales tax to support public transit as is collected in the current PTBA.

Staff also requested CTA's Legal Counsel provide direction to the Authority Board and to RiverCities Transit employees to ensure a fair and impartial election.

Staff also prepared the attached document to provide a neutral explanation of what the ballot measure entails, which has been posted so that employees can refer individuals with questions to that information, as advised by Counsel and if requested.

RECOMMENDED ACTION:

No action, information only.

ATTACHMENT:

Attachment - CTA Proposition 1 – Annexation one-pager



Cowlitz Transit Authority (dba RiverCities Transit) Proposition 1

Information About the Upcoming Sales Tax Measure for Lexington and Beacon Hill

May 2024

Maintain and Improve Public Transportation Service

Proposition 1 seeks approval from Lexington and Beacon Hill voters on the August 6, 2024 ballot to increase the sales tax by three-tenths of 1 percent (0.3%), or 3 cents on a \$10 taxable purchase on purchases made in the Lexington-Beacon Hill area, to maintain and improve the public transportation services.

If approved, RiverCities Transit (RCT) will preserve current services and increase the operating hours of local bus service and specialized service for those living with disabilities.

If rejected, RCT will need to discontinue transportation service to the Lexington and Beacon Hill area.

Why is RCT asking for new sales tax revenue?

Since May 2022, RCT has provided scheduled mini-bus service on Route 411, a two-year pilot project. Route 411 operates to/from Longview via Westside Hwy and through neighborhoods in Lexington, Monday - Saturday. In addition, the mini-bus serves people with disabilities living up to 3/4-mile off Westside Hwy in the Lexington and Beacon Hill area with connections to RiverCities LIFT ADA service. Support for this service came from Washington DOT Regional Mobility and Climate Commitment Act grants, 0.3% sales tax collected within the current Cowlitz Public Transportation Benefit Area (Cities of Kelso and Longview), and fares. The project period has come to an end and in fairness, the voters in the eight precincts comprising Lexington and Beacon Hill need to decide whether to continue the service or not.

What will happen if the proposition is approved or rejected?

If approved, Lexington and Beacon Hill will become part of the Cowlitz Public Transportation Benefit Area. Route 411 will expand to operate on a similar weekday schedule to service in Kelso and Longview (6:30a – 7:00p) and Saturday service will be maintained.

If rejected, all RCT services to and within Lexington and Beacon Hill will be discontinued once the ballot measure voting results have been certified.

How will the sales tax increase affect me?

It is estimated that the sales tax increase would cost the average household between \$1.87 and \$4.67 per month if 100% of taxable purchases are made within Lexington and Beacon Hill, depending on spending habits and other factors. This figure represents the additional 3 cents on a \$10 taxable purchase. The added sales tax would only be applied to taxable purchases made within the Public Transportation Benefit Area.

Additional Resources

For additional information about RiverCities Transit, please visit www.rctransit.org.

RiverCities Transit ensures no person is excluded from participation in or denied the benefits of its services on the basis of race, color, or national origin consistent with requirements of Title VI of the Civil Rights Act of 1964 and Federal Transit Administration guidance in Circular 4702.1B.

For questions, or to file a complaint, contact RiverCities Transit Customer Service at 360-442-5663 or email customerservice@rctransit.org.