



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, December 11, 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, December 11, 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, January 8, 2025

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 NOVEMBER 13, 2024 MEETING**

24-001117 November 13, 2024 CTA Board Meeting Minutes

6. **CONSENT CALENDAR**

24-001104 2024 October CTA Treasurer's Report

24-001105 2024 October CTA Fund Balance Report

24-001131 Invoice #2025-01 - City of Longview - \$213,876.00

24-001118 Invoice #3508 - City of Longview - CTA Audit \$8,062.75

24-001119 Invoice #L164320 - State Auditor - \$13,130.34

24-001120 Invoice #320 - CWCOC LKRATS Q1 \$2,964.06

7. **REPORTS**

24-001106 2024 Annual Fixed Route Ridership

24-001107 2024 November Daily Fixed Route Ridership

24-001108 2024 November Fixed Route Ridership by Hour

24-001109 2024 November Average Fixed Route Passengers by Trip

24-001110 2024 November LIFT Monthly Ridership

24-001111 Five Year Ridership Graph

24-001112 PTBA Sales Tax Data 2024 vs. 2023

8. **SUMMARY SHEET - CONTINUATION OF YOUTH PASS PROGRAM**

24-001113 CONTINUATION OF YOUTH PASS PROGRAM

SUMMARY STATEMENT:

In December 2023, the Cowlitz Transit Authority Board extended the term of the Youth Pass project from January 2020 to December 31, 2025. This qualified RiverCities Transit to be a recipient of the Washington State Transit Support Grant through the 2023-2025 state biennium rather than have its share of that funding be distributed to other transit agencies. In addition, continuing the program through a full calendar year represented a convenience for parents/guardians.

For RiverCities Transit to continue to receive the WSDOT Transit Support Grant funding, the Youth Pass Program needs to be extended at least through the 2025-2027 State

biennium. Therefore, staff recommends extending the program through at least December 31, 2027.

RECOMMENDED ACTION:

A motion to extend RiverCities Transit Youth Pass program through December 31, 2027.

9. **INFORMATION ITEM - UPDATE ON REPLACEMENT FOR CAP SERVICE TO VANCOUVER**
10. **MANAGER'S REPORT**
11. **RECOGNITION OF COMMISSIONER WEBER'S SERVICE**
12. **MISCELLANEOUS**
13. **ADJOURNMENT**



Minutes

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, November 13, 2024	4:00 PM	Hybrid Meeting Longview Council Chambers 1525 Broadway St, Longview
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NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, the Cowlitz Transit Authority will conduct a **Regular Board Meeting** on **Wednesday, November 13, 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.

AND,

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, the Cowlitz Transit Authority will conduct a **Public Hearing** on **Wednesday November 13, 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.

The purpose of the hearing is to receive comments concerning the 2025 annual budget.

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):

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

Next meeting

Wednesday, December 11, 2024
4:00 p.m. – Regular Board Meeting

1. CALL TO ORDER

Member Wallis called the meeting to order at 4:00 pm.

2. FLAG SALUTE

The flag salute was recited.

3. ROLL CALL

Present: Chair Dennis Weber (late arrival); Member Mary Alice Wallis; Member Erik Halvorson; Member Keenan Harvey; Member (Alternate) Mike Karnofski (via Zoom); Member Anthony Harris (Non-Voting)

Absent: Vice-Chair Lisa Alexander; Member (Alternate) Spencer Boudreau; Member (Alternate) Richard Dahl;

Staff Present: Chris Collins, Public Works Director; Jim Seeks, Transit Manager; Doreen Daggett, Mobility Supervisor; Tara Hargrave, Clerk of the Board

Others Present: Betsy DeSpain, Paratransit Regional Manager; Sheila Harmon, Paratransit Manager; Megan Wirtz, CWCOC

4. PUBLIC COMMENTS

None.

5. CONSIDERATION OF MINUTES FOR THE OCTOBER 9, 2024 MEETING

A motion was made by Member Harvey, seconded by Member Halvorson, to approve the October 9, 2024 Cowlitz Transit Authority Regular Board Meeting Minutes. The motion carried unanimously.

24-001036 October 9, 2024 CTA Board Meeting Minutes

6. CONSENT CALENDAR

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

24-001037 2024 September CTA Treasurer Report

24-001038 2024 September CTA Fund Balance Report

24-001039 Invoice #3392 - Law Office of Erin H Winkles - \$678.03

24-001040 Invoice #L163781 - State Auditor - \$1,808.30

24-001041 Invoice #E69B1C00-0003 - Column - The Daily News - #353.90

7. REPORTS

Chair Weber, after calling for board comment, received none.

24-001042 2024 Annual Fixed Route Ridership

24-001043 2024 October Daily Fixed Route Ridership

24-001044 2024 October Fixed Route Ridership by Hour

24-001045 2024 October Average Fixed Route Passengers per Trip

24-001047 Five Year Ridership Graph

24-001048 PTBA Sales Tax Data 2024 vs. 2023

8. **SUMMARY SHEET: INTERLOCAL AGREEMENT WITH CITY OF LONGVIEW FOR PUBLIC TRANSPORTATION SERVICES 2025-2028**

Member Wallis made a motion, seconded by Member Halvorson to approve the Interlocal Agreement for Public Transportation Services with the City of Longview. The motion passed unanimously

24-001049 INTERLOCAL AGREEMENT WITH CITY OF LONGVIEW FOR PUBLIC TRANSPORTATION SERVICES 2025-2028

SUMMARY STATEMENT:

After formation of the Cowlitz Public Transportation Benefit Area (PTBA) in 1987, the Cowlitz Transit Authority (CTA) executed an interlocal agreement with the City of Longview to provide public transportation services on behalf of the PTBA. The current interlocal agreement expires December 31, 2024.

This interlocal agreement has been reviewed by legal counsel for the CTA and Longview and does not include any changes from the previously adopted agreement other than an updated expiration date of December 31, 2028.

FINANCIAL SUMMARY:

This interlocal agreement would continue the financial relationship between the CTA and City of Longview. No changes are anticipated in the cost of providing transit service due to this proposed agreement.

RECOMMENDED ACTION:

Motion to approve the Interlocal Agreement for Public Transportation Services with the City of Longview.

24-001052 Summary Statement - Interlocal Agreement

24-001053 2025-2028 CTA-COL Interlocal Agreement

9. **SUMMARY SHEET: PUBLIC HEARING ON 2025 CTA BUDGET**

Transit Manager Seeks reported on the proposed budget for 2025. Chair Weber opened the 2025 Budget public hearing at 4:11 pm, called for comments, received none, and closed the public hearing at 4:12 pm.

Member Harvey made a motion, seconded by Member Wallis to adopt Resolution 2024-04, the 2025 Cowlitz Transit Authority Budget. The motion passed unanimously.

24-001050 2025 COWLITZ TRANSIT AUTHORITY BUDGET PRESENTATION, PUBLIC HEARING AND ADOPT RESOLUTION 2024-04

SUMMARY STATEMENT:

Each year, the Cowlitz Transit Authority must approve its annual budget for the following year. Funds paid to the City of Longview to operate RiverCities Transit make up approximately 56.3% of the Transit Authority's annual budget, while matching and direct funds paid for capital projects account for 7.1% of the CTA budget.

RECOMMENDED ACTION:

Hold public hearing on the 2025 Cowlitz Transit Authority budget.

THEN:

Motion to adopt Resolution 2024-04, the 2025 Cowlitz Transit Authority Budget.

24-001054 Summary Statement - 2025 Estimated CTA Budget

24-001055 2025 CTA Estimated Budget Narrative

24-001056 2025 CTA Budget by Object

24-001057 Reserved Funds Obligated to Capital Projects

24-001058 Resolution No. 2024-04 - 2025 CTA Budget

10. INFORMATION ITEM - LETTER OF SUPPORT FOR LEWIS COUNTY TRANSPORTATION FLEET AND OPERATIONS FACILITY

Transit Manager Seeks reported on the letter.

24-001051 Letter of Support for Lewis County Transit

11. MANAGER'S REPORT

Transit Manager Seeks reported we had a clean report on our CTA Audit; and gave a big thank you to the staff that helped with the audit.

Doreen Daggett - braille signs have been received and will be in the bus shelters shortly and Kelso Library will not be able to sell our bus passes.

Paratransit Manager Harmon reported still trending the 15% increase overall from last year.

After questions from the members, Transit Manager Seeks also reported on the possibility of replacing the current CAP services and many other issues that need to be addressed.

12. MISCELLANEOUS

None.

13. ADJOURNMENT

Chair Weber adjourned the meeting at 4:24 pm.

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		2,004,394.62	530,034.36	- 572,867.66	- 42,833.30	1,961,561.32
1112000 WARRANTS OUTSTANDING		0.00	1,393.21	- 1,393.21	0.00	0.00
1180000 INVESTMENTS		4,385,278.08	17,733.45	0.00	17,733.45	4,403,011.53
2131020 ACCOUNTS PAYABLE - AP MODULE		0.00	555,134.21	- 555,134.21	0.00	0.00
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	- 4,466,973.56	0.00	- 510,657.86	- 510,657.86	- 4,977,631.42
3611000 INVESTMENT EARNINGS	8900000 DISTRICT ACTIVITIES	- 144,330.93	0.00	- 17,733.45	- 17,733.45	- 162,064.38
3614000 OTHER INTEREST	8900000 DISTRICT ACTIVITIES	- 14,551.61	0.00	- 1,643.05	- 1,643.05	- 16,194.66
5492000 OTHER	8900000 DISTRICT ACTIVITIES	5,852,064.26	555,134.21	0.00	555,134.21	6,407,198.47
Total		0.00	1,659,429.44	- 1,659,429.44	0.00	0.00

COWLITZ TRANSIT AUTHORITY FUND BALANCES
For Period Ending: October 31, 2024

	Current Period	Y-T-D
COWLITZ TRANSIT AUTHORITY		
Beginning Balance: January 1, 2024	\$	7,615,880.86
CTA Revenue		
Metro Sales Tax	510,657.86	4,977,631.42
Interest Earnings/Investments	17,733.45	162,064.38
Local Sales Interest	1,643.05	16,194.66
LCC Ridership Agreement		-
Other Miscellaneous Revenue		-
Subtotal	\$ 530,034.36	\$ 5,155,890.46
CTA Expenditures		
City of Longview		4,983,669.00
City of Longview - Audit Services	1,808.30	1,808.30
Legal Counsel/Notices	1,031.93	2,637.93
Transit Center Security Services		-
Subsistence - Meals		-
Cowlitz-Wahkiakum Council of Governments Dues		17,980.60
Subtotal	\$ 2,840.23	\$ 5,006,095.83
CTA Ending Balance		\$ 7,765,675.49
CITY OF LONGVIEW		
Beginning Balance: January 1, 2024	\$	106,663.45
Longview Revenue		
Federal Grant Competitive- 5339 Replacement Buses	\$ -	\$ -
Federal Grant - ARPA 5307 Formula-Operating	\$ -	\$ 1,780,950.00
Federal Grant - 5307 Formula- Operating	\$ -	\$ -
Federal Grant Competitive- 5310 Paratransit Operating	\$ -	\$ 246,977.11
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	\$ 10,553.79	\$ 124,351.73
Payments from CTA	\$ 553,741.00	\$ 6,387,410.00
State Pool - Interest	\$ 23,535.11	\$ 111,542.27
Paratransit Office Space Rental	\$ 981.11	\$ 9,811.10
Bank Returns Fees	\$ -	\$ -
Other Misc Revenue	\$ -	\$ -
Bank One Rebates	\$ -	\$ 547.45
Federal Grant Competitive- 5310 - Replacement Buses	\$ -	\$ -
Miscellaneous Adjustments/Settlements/AR	\$ -	\$ 3,255.00
Due from other Governments	\$ -	\$ 2,699,218.00
Cashier Over-Short / NSF	\$ -	\$ -
Fixed Assets Sale Proceeds	\$ -	\$ -
Insurance Recoveries	\$ -	\$ 1,846.44
Other Recoveries / Guest Rider	\$ -	\$ -
Capital Asset Gains (Losses)	\$ -	\$ -
Subtotal	\$ 588,811.01	\$ 11,368,409.10
Longview Expenditures		
Subtotal	\$515,953.38	\$5,140,734.39
Longview Ending Balance		\$ 6,334,338.16
Combined CTA & Longview Ending Balance		\$ 14,100,013.65

Date: 12/11/2024
Invoice # 2025-01

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

[illegible]

Page 10 of 21



Invoice #: 3508	Invoice Date: 31-Oct-24	
Company Name: Cowlitz Transit Authority	Contact person: c/o Jim Seeks	
Address: 207 N Fourth Avenue		
City: Kelso	State: WA	Zip: 98626

Please remit within 30 days to: City of Longview
PO Box 128
Longview, WA 98632

Page 11 of 21

Invoice Voucher

Remit To: State Auditor's Office
PO Box 40021
Olympia, WA 98504-0021
Federal ID No. 91-6001098



Page: 1 of 1
Invoice No.: L164320
Invoice Date: 11/12/2024
MCAG No.: 0783
County: Cowlitz

Cowlitz Transit Authority
PO Box 128
Longview, WA 98632-7080

Now accepting electronic payments
Send to: Washington State Auditor's Office
Routing: 123000848 Account: 153911801147
Account type: Checking
Please include invoice number

(Return this portion with your payment)

State Auditor's Office

(Detach and retain for your records)

Entity Name: Cowlitz Transit Authority
Invoice No.: L164320
Invoice Date: 11/12/2024

Audit No.: 42703 Audit Period: 22 - 23 Purchase Order:

Month/Year	Work Performed	Bill Rate	Hrs	Amount	Travel/Other Expenses	Total
10/24	Accountability Audit	\$139.10	35.0	\$4,868.50	\$54.94	\$4,923.44
10/24	Financial Audit	\$139.10	59.0	\$8,206.90	\$0.00	\$8,206.90
Sub Total:			94.0	\$13,075.40	\$54.94	\$13,130.34

Total Due This Invoice: 94.0 \$13,075.40 \$54.94 \$13,130.34
(Hrs rounded to nearest tenth)

JV Number: 250382

**FULL PAYMENT DUE
IN 30 DAYS**

I hereby certify the amount listed herein is a
proper charge for services rendered:

Charleen A. Patten

By: Charleen A. Patten, Financial Services Operations Manager

For questions, please call (564) 999-0892 or (564) 999-0941 fax (360) 586-3105 or e-mail billing@sao.wa.gov

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 # 320
DATE 11/14/2024
DUE DATE 12/29/2024
TERMS Net 45

DESCRIPTION	QTY	RATE	AMOUNT
LKRATS Q1 (Jul-Sep 24) – Labor	1	1,784.72	1,784.72
LKRATS Q1 (Jul-Sep 24) - Direct Program Costs	1	113.53	113.53
LKRATS Q1 (Jul-Sep 24) - Indirect Program Costs	1	1,065.81	1,065.81
BALANCE DUE			\$2,964.06

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	1,186	1,403	1,431	1,358	1,505	1,062		14,578
	31	3,263	3,617	3,983	3,590	3,929	3,458	3,830	4,017	3,706	4,082	3,347		40,822
	32	2,435	2,613	2,689	2,927	2,819	2,590	3,014	2,749	2,550	2,984	2,683		30,053
	33	2,166	2,609	2,785	2,789	2,862	2,677	2,776	2,917	2,849	3,235	2,885		30,550
	44	1,262	1,421	1,588	1,754	1,879	1,585	1,758	1,924	1,778	2,254	1,919		19,122
	45	5,221	5,988	6,293	6,254	6,440	5,909	6,545	6,646	6,573	7,409	7,060		70,338
	46	511	531	570	673	616	555	742	608	707	884	712		7,109
	57	2,332	2,859	2,779	2,758	2,850	2,234	2,304	2,648	2,828	3,454	3,194		30,240
	411	410	439	483	676	588	478	542	524	458	611	486		5,695
TOTAL		18,699	21,269	22,521	22,955	23,440	20,672	22,914	23,464	22,807	26,418	23,348	0	248,507

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
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
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

RIVERCITIES TRANSIT DAILY RIDERSHIP REPORT

Nov-24

DATE	ROUTE 30	ROUTE 31	ROUTE 32	ROUTE 33	ROUTE 44	ROUTE 45	ROUTE 45 B	ROUTE 46	ROUTE 57	ROUTE 411	TOTAL
1	63	171	111	137	96	221	151	48	138	15	1151
2 S		126	62	116		190			69	1	564
3											
4	67	173	124	112	92	224	119	49	174	23	1157
5	65	146	151	131	121	221	164	46	148	35	1228
6	72	151	104	141	123	205	113	28	113	21	1071
7	38	161	111	148	107	200	118	36	143	26	1088
8	57	148	146	124	99	216	154	41	150	23	1158
9 S		130	85	86		185			102	2	590
10											
11 R		124	89	79		177			94	0	563
12	67	135	110	122	117	201	146	43	158	18	1117
13	42	121	119	96	117	188	100	58	126	27	994
14	37	127	121	119	115	181	126	28	146	31	1031
15	62	150	90	121	109	159	89	17	117	22	936
16 S		83	84	90		193			89	1	540
17											
18	55	140	135	133	80	188	95	61	155	22	1064
19	64	107	118	117	104	195	108	29	148	31	1021
20	56	131	98	99	90	213	114	40	183	26	1050
21	69	134	118	134	117	176	106	64	188	25	1131
22	46	116	112	105	97	166	129	31	101	31	934
23 S		103	65	99		183			91	7	548
24											
25	60	136	140	143	112	215	135	34	144	38	1157
26	76	136	140	134	135	212	138	38	147	31	1187
27	66	133	101	98	88	182	121	21	136	26	972
28 H											
29 R		161	86	98		165			78	2	590
30 S		104	63	103		178			56	2	506
TOTAL (25)	1062	3347	2683	2885	1919	4834	2226	712	3194	486	23348
WEEKDAY TOTAL (18)	1062	2516	2149	2214	1919	3563	2226	712	2615	471	19447
SATURDAY/REDUCED DAY TOTAL (7)		831	534	671		1271			579	15	3901
DAILY AVERAGE	59	134	107	115	107	193	124	40	128	19	934
WEEKDAY AVERAGE	59	140	119	123	107	198	124	40	145	26	1052
SATURDAY/REDUCED DAY AVERAGE		119	76	96		182			83	2	557

Ridership by Hour
11/1/2024 - 11/30/2024

Weekday - Passengers by Hour

Route	630	700	800	900	1000	1100	1200	1300	1400	1500	1600	1700	1800	TOTAL
31	44	193	218	223	211	194	256	275	211	238	192	160	101	2,516
32	38	91	135	177	219	230	238	227	249	185	185	112	63	2,149
33	6	73	198	204	181	184	214	213	245	291	164	154	87	2,214
Route	630	720	820	920	1020	1120	1220	1320	1420	1520	1620	1720	1820	
44	103	87	120	187	177	176	143	177	205	225	180	101	38	1,919
57	53	197	191	258	152	198	213	251	428	307	190	140	37	2,615
Route					1030	1130	1230	1330	1430	1530	1630			
30					117	166	184	176	175	158	86			1,062
Route					1050	1150	1250	1350	1450	1550				
46					78	99	129	135	131	140				712
Route	630	700	730	800		not shown for brevity				1700	1720	1800	1830	
45	80	172	166	180						177	115	72	35	5,789
Route		715	815	915		1115	1215	1315	1415	1515	1615	1715		
411		27	58	56		47	48	39	56	51	49	40		471

Saturday - Passengers by Hour

Route		800	900	1000	1100	1200	1300	1400	1500	1600	1700		
31		42	62	89	67	102	99	108	99	105	58	831	
32		29	38	65	68	40	67	72	53	66	36	534	
33		40	44	62	69	85	107	93	68	63	40	671	
Route		820	920	1020	1120	1220	1320	1420	1520	1620	1720		
57		35	40	41	59	59	75	87	69	86	28	579	
Route	800	830	900	930	not shown for brevity				1600	1630	1700	1730	
45	75	50	73	60					76	48	68	23	1271
Route		915								1515			
411		7								8			15

Total Fixed Route

23,348

Average Passengers per Trip
11/1/2024 - 11/30/2024

Weekday

Route	630	700	800	900	1000	1100	1200	1300	1400	1500	1600	1700	1800	Passengers per Revenue Service Hr	Avg daily boardings
31	2.4	10.7	12.1	12.4	11.7	10.8	14.2	15.3	11.7	13.2	10.7	8.9	5.6	11.2	140
32	2.1	5.1	7.5	9.8	12.2	12.8	13.2	12.6	13.8	10.3	10.3	6.2	3.5	9.6	119
33	0.3	4.1	11.0	11.3	10.1	10.2	11.9	11.8	13.6	16.2	9.1	8.6	4.8	9.8	123
Route	630	720	820	920	1020	1120	1220	1320	1420	1520	1620	1720	1820		
44	5.7	4.8	6.7	10.4	9.8	9.8	7.9	9.8	11.4	12.5	10.0	5.6	2.1	8.6	107
57	2.9	10.9	10.6	14.3	8.4	11.0	11.8	13.9	23.8	17.1	10.6	7.8	2.1	11.7	145
Route					1030	1130	1230	1330	1430	1530	1630				
30					6.5	9.2	10.2	9.8	9.7	8.8	4.8			8.4	59
Route					1050	1150	1250	1350	1450	1550					
46					4.3	5.5	7.2	7.5	7.3	7.8				6.6	40
Route	630	700	730	800	not shown for brevity						1700	1720	1800	1830	
45	4.4	9.6	9.2	10.0							9.8	6.4	4.0	1.9	16.1
Route		715	815	915		1115	1215	1315	1415	1515	1615	1715			
411		1.5	3.2	3.1		2.6	2.7	2.2	3.1	2.8	2.7	2.2		4.5	26

Saturday

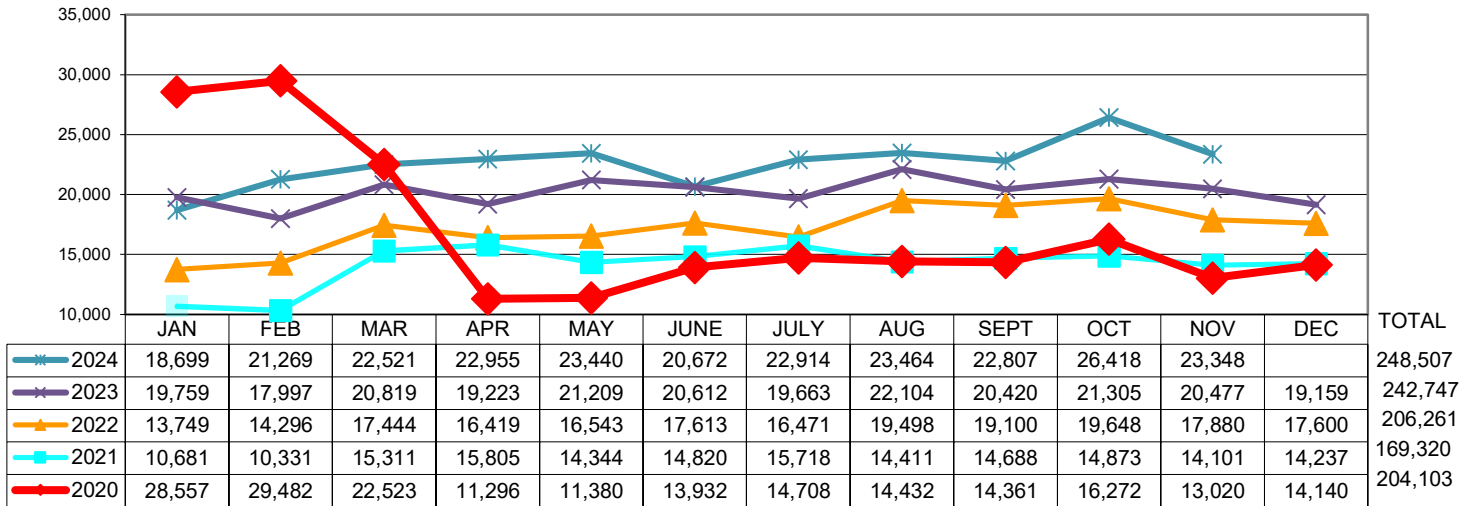
Route		800	900	1000	1100	1200	1300	1400	1500	1600	1700	Passengers per Revenue Service Hr	Avg daily boardings
31		6.0	8.9	12.7	9.6	14.6	14.1	15.4	14.1	15.0	8.3	11.9	119
32		4.1	5.4	9.3	9.7	5.7	9.6	10.3	7.6	9.4	5.1	7.6	76
33		5.7	6.3	8.9	9.9	12.1	15.3	13.3	9.7	9.0	5.7	9.6	96
Route		820	920	1020	1120	1220	1320	1420	1520	1620	1720		
57		5.0	5.7	5.9	8.4	8.4	10.7	12.4	9.9	12.3	4.0	8.6	83
Route		800	830	900	not shown for brevity				1600	1630	1700	1730	
45		10.7	7.1	10.4					10.9	6.9	9.7	3.3	18.2
Route			915						1515				
411			1.0						1.1			1.8	2

System Productivity

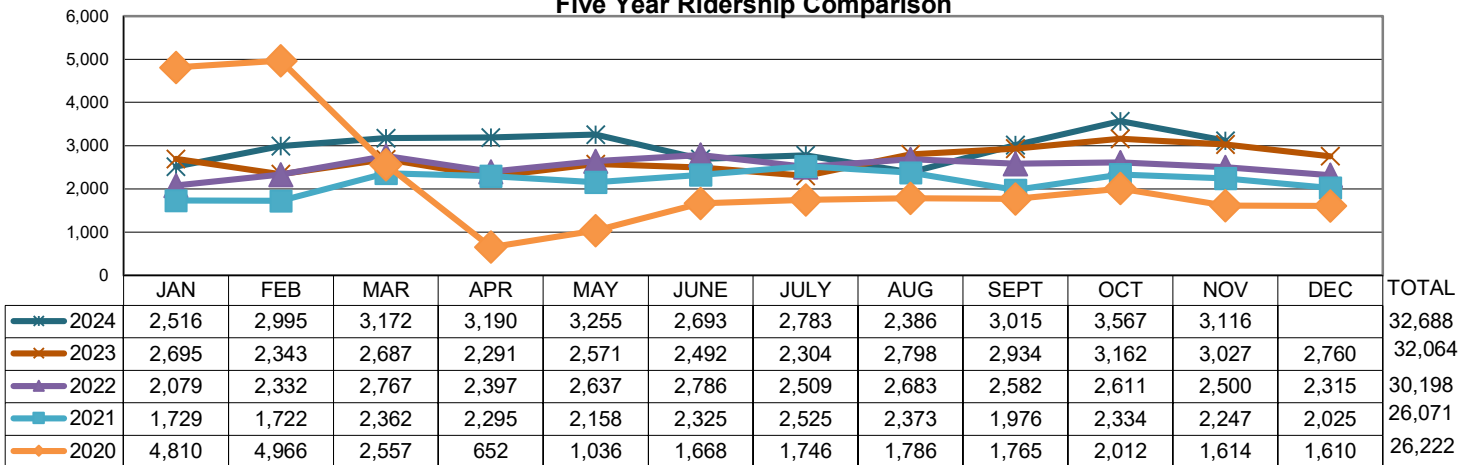
10.7

Date	Total Psgrs	Demand Response Client Trips	Number of Attendts	Number of Guests	Delivered AMB Psgrs	Delivered W/C Psgrs	% W/C Psgrs Delivered	Psgrs Rev Hour	CXLS	No Shows
11/1/2024	139	110	27	2	79	31	28.18%	2.26	17	1
11/2/2024	77	53	24	0	41	12	22.64%	2.63	8	2
11/4/2024	130	96	34	0	69	27	28.13%	2.57	6	2
11/5/2024	134	107	23	4	87	20	18.69%	2.54	9	1
11/6/2024	145	118	27	0	89	29	24.58%	2.34	6	2
11/7/2024	174	138	36	0	105	33	23.91%	2.72	9	2
11/8/2024	137	111	26	0	84	27	24.32%	2.25	6	0
11/9/2024	82	62	20	0	44	18	29.03%	2.61	4	2
11/11/2024	79	63	16	0	44	19	30.16%	1.97	8	2
11/12/2024	156	131	23	2	100	31	23.66%	2.22	13	3
11/13/2024	146	116	30	0	96	20	17.24%	2.10	7	3
11/14/2024	160	133	27	0	102	31	23.31%	2.34	14	2
11/15/2024	142	110	32	0	85	25	22.73%	2.30	6	3
11/16/2024	97	71	25	1	50	21	29.58%	3.17	8	1
11/18/2024	108	85	23	0	69	16	18.82%	2.22	18	3
11/19/2024	144	125	19	0	99	26	20.80%	2.13	11	3
11/20/2024	163	127	34	2	96	31	24.41%	2.32	6	6
11/21/2024	151	117	34	0	90	27	23.08%	2.45	19	0
11/22/2024	152	118	34	0	96	22	18.64%	2.44	11	6
11/23/2024	55	43	12	0	31	12	27.91%	2.01	6	3
11/25/2024	129	98	31	0	73	25	25.51%	2.51	12	4
11/26/2024	186	143	37	6	114	29	20.28%	2.73	10	3
11/27/2024	129	101	28	0	71	30	29.70%	1.99	26	5
11/29/2024	59	44	15	0	29	15	34.09%	1.82	14	2
11/30/2024	42	34	6	2	22	12	35.29%	1.45	6	1
	3116	2454	643	19	1865	589	24.00%	2.33	260	62

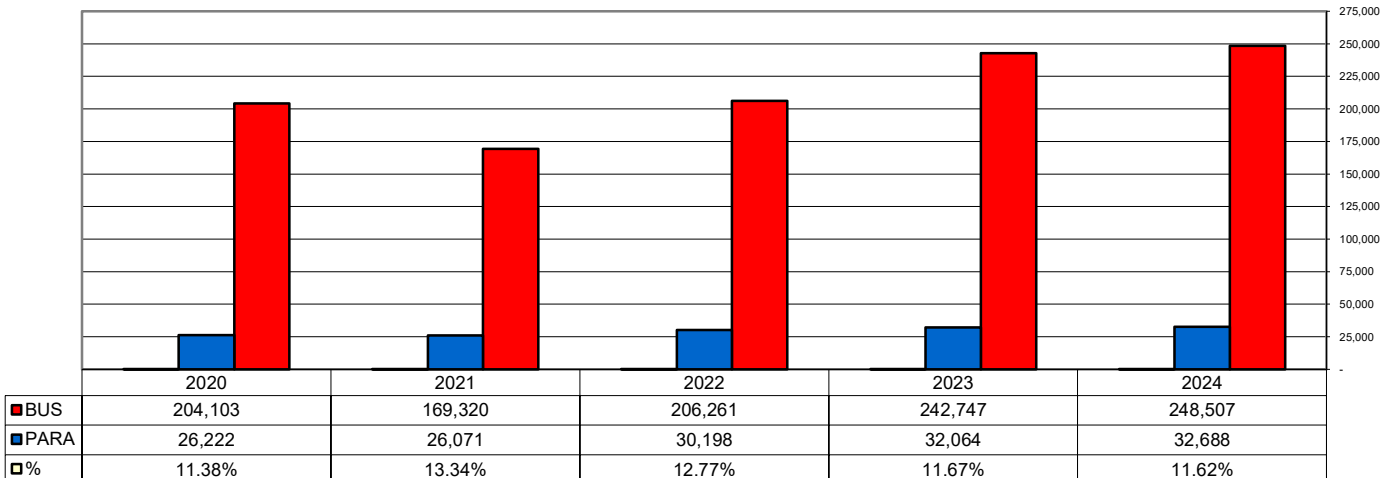
RiverCities Transit Fixed Route Five Year Ridership Comparison

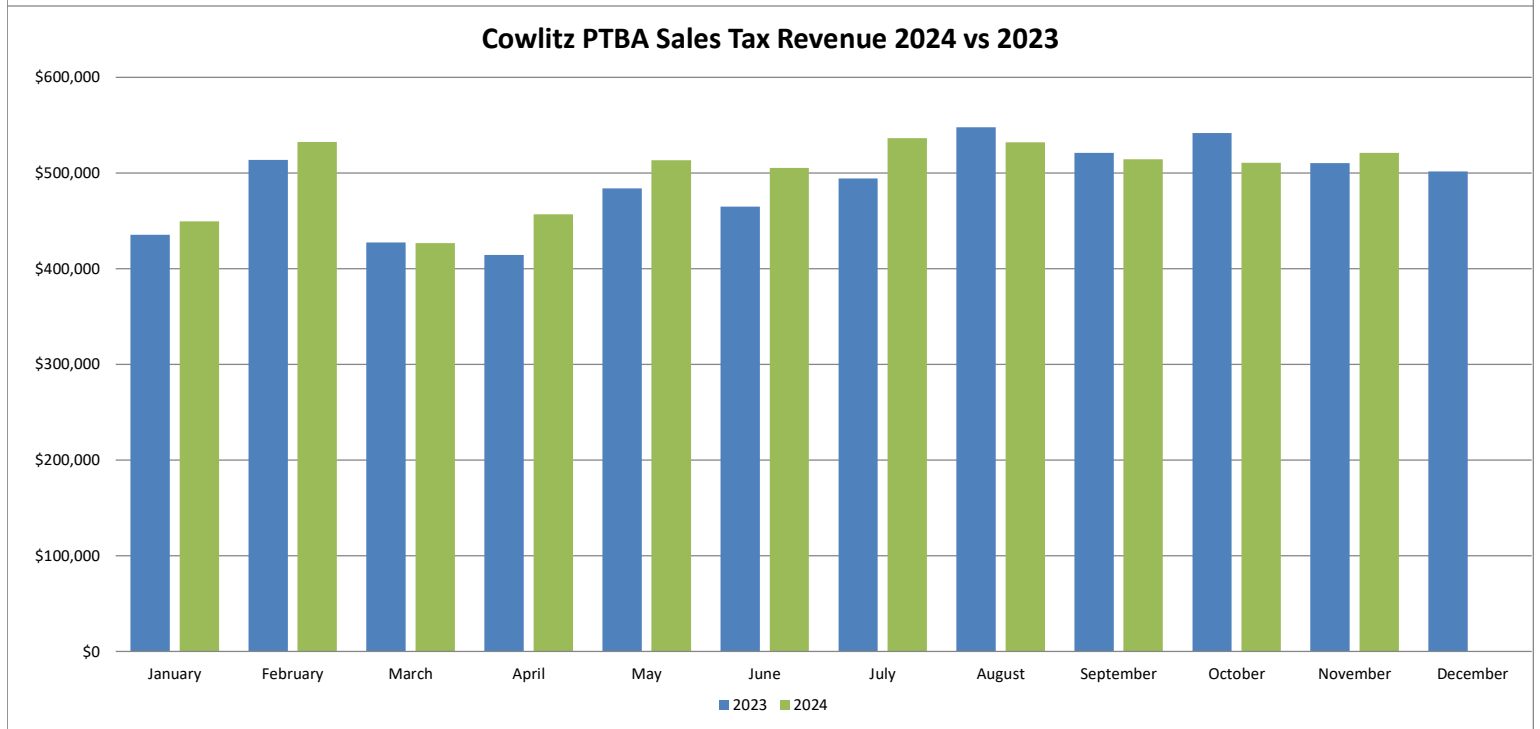
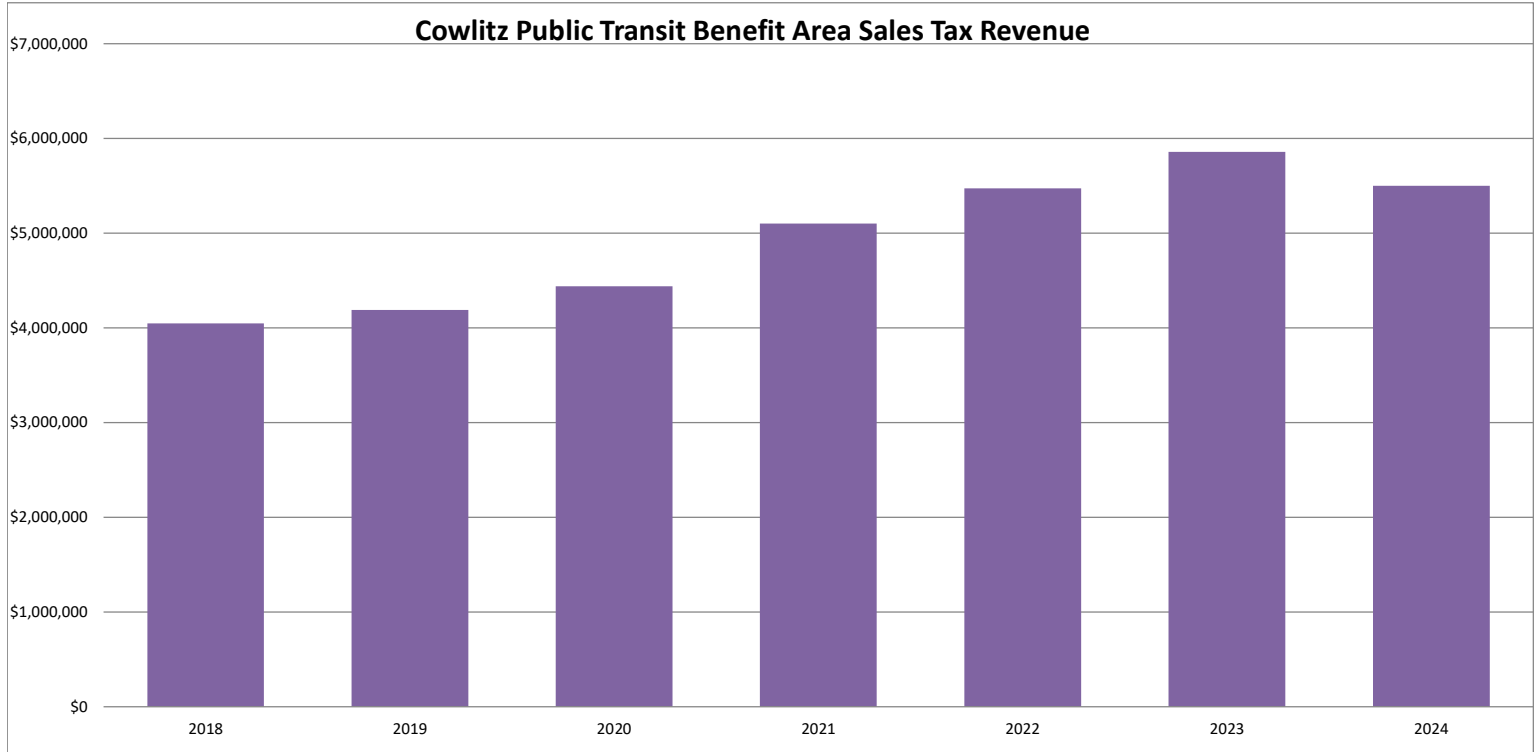


RiverCities Transit Paratransit Five Year Ridership Comparison



Comparison of Ridership Bus and Paratransit Ridership





Cowlitz Transit Authority



Agenda Summary

CONTINUATION OF YOUTH PASS PROGRAM

SUMMARY STATEMENT:

In December 2023, the Cowlitz Transit Authority Board extended the term of the Youth Pass project from January 2020 to December 31, 2025. This qualified RiverCities Transit to be a recipient of the Washington State Transit Support Grant through the 2023-2025 state biennium rather than have its share of that funding be distributed to other transit agencies. In addition, continuing the program through a full calendar year represented a convenience for parents/guardians.

Although the passes are issued, when authorized by a parent or guardian, for youth up through 18 years old, the policy remains that riders under 12 must be accompanied by a parent or guardian.

The program continues to be very successful. Youth Pass riders have increased 37% over last year with one month left, and with Route 57, which serves Kelso High School, as the route having the greatest number of Youth Pass riders.

For RiverCities Transit to continue to receive the WSDOT Transit Support Grant funding, the Youth Pass Program needs to be extended at least through the 2025-2027 State biennium. Therefore, staff recommends extending the program through at least December 31, 2027.

RECOMMENDED ACTION:

A motion to extend RiverCities Transit Youth Pass program through December 31, 2027.