



## Agenda Cowlitz Transit Authority

*Lisa Alexander (Chair), MaryAlice Wallis (Co-Chair), Kennan Harvey,  
Erik Halvorson, Anthony Harris (Nonvoting), Steven Ferrell, Spencer Boudreau (Alternate),  
Mike Karnofski (Alternate), Richard Dahl (Alternate)*

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Wednesday, June 11, 2025

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, June 11, 2025, 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](http://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](mailto:customerservice@rctransit.org).**

### **Next meeting**

**Wednesday, July 9, 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 14, 2025 MEETING**  
25-00480 May 14, 2025 CTA Board Meeting Minutes
6. **CONSENT CALENDAR**  
25-00481 2025 April CTA Treasurer's Report  
25-00482 2025 April CTA Fund Balance Report  
25-00483 Invoice #2025-07 - City of Longview \$510,135.00
7. **REPORTS**  
25-00484 2025 Annual Fixed Route Ridership  
25-00485 2025 May Daily Fixed Route Ridership  
25-00486 2025 May Daily Fixed Route Ridership by Hour  
25-00487 2025 May Fixed Route Average Passengers per Trip  
25-00488 2025 May LIFT Monthly Ridership  
25-00489 Five Year Ridership Graph  
25-00490 PTBA Sales Tax Data 2025 vs. 2024
8. **SUMMARY SHEET - INTERIM SERVICE PLAN FOR ROUTE 511 (I-5) COMMUTER BUS**  
25-00540 **SUMMARY OF STATEMENT:**  
On May 20, 2025, Governor Ferguson signed the 2025 – 2027 State Transportation Budget. This included the budget proviso championed by the Washington State Transit Association and its lobbyists, which will help fund two buses and two years of service between Longview, Kalama, Woodland, the Cowlitz Reservation, and Vancouver. This replaces the service provided by Lower Columbia Community Action Program, which ends June 30, 2025.  
  
The new service, designated Route 511, will start the following day, July 1. However, with cutaway bus availability, we need to reduce the service frequency to a more manageable service until we take delivery of new buses.  
  
**RECOMMENDED ACTION:**  
No action, information only.
9. **SUMMARY SHEET - LOWER COLUMBIA CAP'S PASS REQUEST**  
25-00538 **SUMMARY OF STATEMENT:**  
Two of the fare media for Lower Columbia Community Action Program (CAP)

Transportation Service have been a 20-trip pass at \$40 and 5-trip pass at \$10. Essentially these are punch cards similar to what we make available on our LIFT service, convenient for individuals who do not or cannot carry cash. The regular cash fare on CAP is \$2 per trip.

Kelly Wagoner, CAP's Transportation Manager, requests that RCT honor those passes on Route 511 for up to one month, as many of the riders have a limited income. Staff anticipates the fare loss to be minimal.

**RECOMMENDED ACTION:**

Motion to authorize RiverCities Transit to accept passengers using previously purchased CAP passes in lieu of fare on Route 511 until July 31, 2025.

**10. SUMMARY SHEET - COWLITZ COUNTY FAIR FREE FAIR REQUEST**

**25-00537 SUMMARY OF STATEMENT:**

Staff was contacted by Ashley Lachney, Business Development & Marketing Coordinator for the Cowlitz County Event Center. She requested, on behalf of the Cowlitz County Fair, free fare during the fair for riders on Routes 32 and 46, both of which service two stops on 7<sup>th</sup> Avenue at the Event Center. The fair will operate July 23 - 26, 2025.

**RECOMMENDED ACTION:**

Motion to authorize RiverCities Transit to operate Routes 32 and 46 fare free during the Cowlitz County Fair, July 23 – 26, 2025.

**11. SUMMARY SHEET - APPROVAL OF FTA BUS & BUS FACILITIES GRANT AND LOW-NO EMISSION GRANT MATCH**

**25-00554 SUMMARY OF STATEMENT:**

The City of Longview is the Designated Federal Recipient of public transit funds. The City of Longview, in cooperation with the Cowlitz Transit Authority, is applying for two grants that support the goals of the Transit Enhancement Plan and are supported in the regional long range transportation plan. To demonstrate local support for the project, the applications require documentation of local financial commitment and support. Staff is requesting the CTA approve authorization of the CTA Board Chair to sign a letter of support and adopt a resolution allocating local matching funds for the grants. Staff anticipates that these vehicles will be delivered and paid for in late 2026 or early 2027, if the grant applications are successful.

**RECOMMENDED ACTION:**

Motion to approve Resolution Number 2025-01 and authorize the Chair to sign a letter of support for the City of Longview 2025 Bus and Bus Facilities grant application and 2025 Low or No Emission grant application.

**12. AGENDA SUMMARY - BUDGET REVISION: DEDICATED TRANSIT FLEET TECHNICIAN**

**25-00553 SUMMARY OF STATEMENT:**

The Fleet Maintenance Department and RiverCities Transit staff are requesting a budget revision for the purposes of hiring one additional fleet technician, to be dedicated to maintenance of the transit fleet.

The need for this position is detailed in the attached justification document from Keith Walling, Fleet and Facilities Maintenance Manager.

**RECOMMENDED ACTION:**

Motion to approve a revision to the 2025 Cowlitz Transit Authority Budget, for the purposes of hiring one dedicated transit fleet maintenance mechanic and increasing the monthly payment to the City of Longview by an additional \$11,083 per month.

**ATTACHMENT:**

Transit Tech Justification 6.4.25

**13. SUMMARY SHEET - ESTABLISH PUBLIC HEARING FOR 2025-2030 TRANSIT DEVELOPMENT PLAN AND 2024 ANNUAL REPORT**

**25-00543 SUMMARY OF 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 for the July 9, 2025, CTA Board meeting to receive citizen input on the 2025-2030 Transit Development Plan and 2024 Annual Report.

**14. MANAGER'S REPORT**

**15. MISCELLANEOUS**

**16. ADJOURNMENT**



# Minutes

## Agenda

### Cowlitz Transit Authority

*Lisa Alexander (Chair), MaryAlice Wallis (Co-Chair), Kennan Harvey,  
Erik Halvorson, Anthony Harris (Nonvoting), Steven Ferrell, Spencer Boudreau (Alternate),  
Mike Karnofski (Alternate), Richard Dahl (Alternate)*

Wednesday, May 14, 2025

4:00 PM

Hybrid Meeting  
Longview Council Chambers  
1525 Broadway St, Longview

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#### Next meeting

Wednesday, June 11, 2025  
4:00 p.m. – Regular Board Meeting

**1. CALL TO ORDER**

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

**2. FLAG SALUTE**

The flag salute was recited.

**3. ROLL CALL**

Present: Chair Lisa Alexander; Vice-Chair MaryAlice Wallis; Member Erik Halvorson; Member Keenan Harvey; Member Anthony Harris

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

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

Others Present: Betsy DeSpain, Paratransit Regional Manager; Sheila Harmon, Paratransit Manager; Kelly Wagoner, CAP (on Zoom)

**4. PUBLIC COMMENTS**

None.

**5. CONSIDERATION OF MINUTES FOR THE APRIL 9, 2025 MEETING**

A motion was made by Member Harvey, seconded by Member Wallis to approve the April 09, 2025 Cowlitz Transit Authority Regular Board Meeting Minutes. The motion carried unanimously.

**25-00433 2025 04 09 CTA Minutes**

**6. CONSENT CALENDAR**

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

**25-00434 Invoice #2025-06 - City of Longview \$553,741.00**

**25-00447 Invoice #390 - CWCOG (Mobility Match Jan-Jun 25) \$3,000.00**

**25-00435 Invoice #417 - CWCOG (LKRATS Q3) \$2,964.06**

**25-00448 2025 January CTA Fund Balance Report - Amended**

**25-00444 2025 March CTA Fund Balance Report**

**25-00443 2025 March CTA Treasurer's Report**

**7. REPORTS**

Transit Manager Seeks reported that ridership continues to grow year to year.

**25-00436 Annual Fixed Route Ridership**

**25-00437 2025 April Daily Fixed Route Ridership**

**25-00438 2025 April Fixed Route Ridership per Hour**

**25-00439 2025 April Averaged Fixed Route Ridership per Trip**

**25-00440 2025 April LIFT Monthly Ridership**

25-00441 Five Year Ridership Graph

25-00442 PTBA Sales Tax Data 2024 vs. 2025

8. **AGENDA SUMMARY – FUNDING UPDATE : COMMUTER BUS SERVICE PROJECTS**

Transit Manager Seeks reported on the progress of the Rainier and Vancouver commuter bus service projects, funding and schedules. The new route numbers will be Route 433 for Rainier and Route 511 for Vancouver. The number of trips for the Vancouver route is still unknown and waiting on funding. Route 411 was discussed stating that additional funding is being looked into but its continuance past September 2025 is up to the CTA Board. Questions regarding ridership tracking and data reporting on Route 411 were discussed.

**25-00450 SUMMARY STATEMENT:**

**The Cowlitz Transit Authority Board has approved two Commuter Bus Service projects, both contingent on sufficient funding from other jurisdictions and both scheduled for implementation on July 1, 2025.**

**Route 433 – Service between Rainier, Oregon and Longview. This project depends in part upon Federal Transit Administration (FTA) Section 5307 funding transferred from Oregon DOT back to FTA for our use. We have applied for this funding and are awaiting further action by FTA. The City of Rainier committed \$10,000 to the first year of the project and we look forward to the funding in their 2025-2026 budget. If funding fails to come through, the service implementation will be cancelled.**

**Route 511 – Service between Longview and Vancouver via Kalama, Woodland, and the Cowlitz Tribe Reservation (ilani). A large share of the operating and capital expense for this project depends upon a proviso in the Washington State Transportation Budget. SB 5161, which includes the proviso, was passed by both houses and awaits Governor Ferguson’s approval or veto. If vetoed, staff has prepared to operate a reduced level of service until December 31, 2025.**

**RECOMMENDED ACTION:  
None – information only.**

9. **MANAGER'S REPORT**

Transit Manager Seeks reported on operator interviews and current operators out on long-term medical leave. The paratransit ADA contract RFP has been sent out and proposals are due on May 26th so it's anticipated that the information will go to Longview City Council in late June 2025. RCT took delivery of a new ADA van/supervisor vehicle.

Mobility Supervisor Daggett reported on two events she attended for outreach, the 2 summer hires and free fare on Earth Day.

Paratransit Manager Harmon reported ridership increases of 13% for general passengers and 17% for demand response over this time last year.

10. **MISCELLANEOUS**

None.

11. **ADJOURNMENT**

Chair Alexander adjourned the meeting at 4:16 pm.

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Lisa Alexander, Chair

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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                         |                             | 912,225.24    | 434,273.25          | -534,675.65          | -100,402.40 | 811,822.84    |
| 1180000 INVESTMENTS                  |                             | 6,312,082.55  | 24,097.05           | 0.00                 | 24,097.05   | 6,336,179.60  |
| 2131020 ACCOUNTS PAYABLE - AP MODULE |                             | 0.00          | 510,578.60          | -510,578.60          | 0.00        | 0.00          |
| 2880000 UNRESERVED FUND BALANCE      |                             | -7,248,447.95 | 0.00                | 0.00                 | 0.00        | -7,248,447.95 |
| 3132100 PUBLIC TRANSPORTATION SYSTEM | 8900000 DISTRICT ACTIVITIES | -1,462,588.20 | 0.00                | -408,953.00          | -408,953.00 | -1,871,541.20 |
| 3611000 INVESTMENT EARNINGS          | 8900000 DISTRICT ACTIVITIES | -46,714.20    | 0.00                | -24,097.05           | -24,097.05  | -70,811.25    |
| 3614000 OTHER INTEREST               | 8900000 DISTRICT ACTIVITIES | -3,853.24     | 0.00                | -1,223.20            | -1,223.20   | -5,076.44     |
| 5490010 ELECTION COSTS               | 8900000 DISTRICT ACTIVITIES | 1,337.98      | 0.00                | 0.00                 | 0.00        | 1,337.98      |
| 5492000 OTHER                        | 8900000 DISTRICT ACTIVITIES | 1,535,957.82  | 510,578.60          | 0.00                 | 510,578.60  | 2,046,536.42  |
| <b>Total</b>                         |                             | <b>0.00</b>   | <b>1,479,527.50</b> | <b>-1,479,527.50</b> | <b>0.00</b> | <b>0.00</b>   |

**COWLITZ TRANSIT AUTHORITY FUND BALANCES**  
**For Period Ending: April 30, 2025**

|   | <u>Current Period</u> | <u>Y-T-D</u>           |
|---|-----------------------|------------------------|
| <b>COWLITZ TRANSIT AUTHORITY</b>              |                       |                        |
| Beginning Balance: January 1, 2024            |                       | \$ 7,615,880.86        |
| <b>CTA Revenue</b>                            |                       |                        |
| Metro Sales Tax                               | 408,953.00            | 1,431,937.55           |
| Interest Earnings/Investments                 | 24,097.05             | 48,276.78              |
| Local Sales Interest                          | 1,223.20              | 3,717.69               |
| LCC Ridership Agreement                       | -                     | -                      |
| Other Miscellaneous Revenue                   | -                     | -                      |
| Subtotal                                      | \$ 434,273.25         | \$ 1,483,932.02        |
| <b>CTA Expenditures</b>                       |                       |                        |
| City of Longview                              | 510,135.00            | 2,040,540.00           |
| City of Longview - Audit Services             |                       | 864.60                 |
| Legal Counsel/Notices                         | 443.60                | 1,345.76               |
| Transit Center Security Services              |                       | -                      |
| Subsistence - Meals                           | -                     | 1,337.98               |
| Cowlitz-Wahkiakum Council of Governments Dues |                       | 3,786.06               |
| Subtotal                                      | \$ 510,578.60         | \$ 2,047,874.40        |
| <b>CTA Ending Balance</b>                     |                       | <b>\$ 7,051,938.48</b> |

|   |               |                      |
|---|---------------|----------------------|
| <b>CITY OF LONGVIEW</b>                               |               |                      |
| Beginning Balance: January 1, 2024                    |               | \$ 106,663.45        |
| <b>Longview Revenue</b>                               |               |                      |
| 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)                     | \$ -          | \$ -                 |
| Farebox/Pass Sales                                    | \$ 14,632.69  | \$ 52,620.34         |
| Payments from CTA                                     | \$ 510,135.00 | \$ 1,530,405.00      |
| State Pool - Interest                                 | \$ -          | \$ 18,033.66         |
| Paratransit Office Space Rental                       | \$ 981.11     | \$ 3,924.44          |
| Bank Returns Fees                                     | \$ -          | \$ -                 |
| Other Misc Revenue                                    | \$ -          | \$ (14.00)           |
| Bank One Rebates                                      | \$ -          | \$ -                 |
| Federal Grant Competitive- 5310 - Replacement Buses   | \$ -          | \$ -                 |
| Miscellaneous Adjustments/Settlements/AR              | \$ -          | \$ -                 |
| Due from other Governments                            | \$ -          | \$ 250,845.00        |
| Cashier Over-Short / NSF                              | \$ -          | \$ 50.00             |
| Fixed Assets Sale Proceeds                            | \$ -          | \$ -                 |
| Insurance Recoveries                                  | \$ -          | \$ -                 |
| Other Recoveries / Guest Rider                        | \$ -          | \$ -                 |
| Capital Asset Gains (Losses)                          | \$ -          | \$ -                 |
| Subtotal  | \$ 525,748.80 | \$ 1,855,864.44      |
| <b>Longview Expenditures</b>                          |               |                      |
| Subtotal  | \$ 530,786.25 | \$ 1,854,604.22      |
| <b>Longview Ending Balance</b>                        |               | <b>\$ 107,923.67</b> |

|   |                        |
|---|------------------------|
| <b>Combined CTA &amp; Longview Ending Balance</b> | <b>\$ 7,159,862.15</b> |
|---|------------------------|

# INVOICE

Date: 06/11/2025  
Invoice # 2025-07

City of Longview Transit  
PO Box 128  
Longview, WA 98632  
360-442-5663

**BILL TO** Cowlitz Transit Authority  
207 North 4<sup>th</sup> Avenue  
Kelso WA 98626

Comments

| DESCRIPTION                            | AMOUNT       |
|--|--------------|
| Public Transit Services for July, 2025 | \$510,135.00 |

| AMOUNT DUE   |
|--------------|
| \$510,135.00 |

| REMITTANCE      |              |
|-----------------|--------------|
| Statement #     | 2025-07      |
| Date            | 06/11/2025   |
| Amount Due      | \$510,135.00 |
| Amount Enclosed |              |

Please make check payable to City of Longview - Transit

**RIVERCITIES TRANSIT**  
RIDERSHIP BY THE YEAR

| YEAR         | ROUTE | JAN           | FEB           | MAR           | APR           | MAY           | JUNE     | JULY     | AUG      | SEPT     | OCT      | NOV      | DEC      | TOTAL          |
|--------------|-------|---------------|---------------|---------------|---------------|---------------|----------|----------|----------|----------|----------|----------|----------|----------------|
| 2025         | 30    | 1,413         | 1,248         | 1,279         | 1,356         | 1,345         |          |          |          |          |          |          |          | 6,641          |
|              | 31    | 3,924         | 3,615         | 3,872         | 3,898         | 3,972         |          |          |          |          |          |          |          | 19,281         |
|              | 32    | 2,950         | 2,785         | 2,713         | 3,074         | 2,803         |          |          |          |          |          |          |          | 14,325         |
|              | 33    | 3,182         | 2,922         | 3,490         | 3,382         | 3,489         |          |          |          |          |          |          |          | 16,465         |
|              | 44    | 1,991         | 1,813         | 2,037         | 2,147         | 2,119         |          |          |          |          |          |          |          | 10,107         |
|              | 45    | 7,443         | 6,975         | 7,224         | 7,317         | 7,343         |          |          |          |          |          |          |          | 36,302         |
|              | 46    | 735           | 677           | 701           | 780           | 762           |          |          |          |          |          |          |          | 3,655          |
|              | 57    | 3,482         | 3,049         | 3,423         | 3,479         | 3,355         |          |          |          |          |          |          |          | 16,788         |
|              | 411   | 446           | 484           | 632           | 645           | 425           |          |          |          |          |          |          |          | 2,632          |
| <b>TOTAL</b> |       | <b>25,566</b> | <b>23,568</b> | <b>25,371</b> | <b>26,078</b> | <b>25,613</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>126,196</b> |

| 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         | 1,196         | 15,774         |
|              | 31    | 3,263         | 3,617         | 3,983         | 3,590         | 3,929         | 3,458         | 3,830         | 4,017         | 3,706         | 4,082         | 3,347         | 3,600         | 44,422         |
|              | 32    | 2,435         | 2,613         | 2,689         | 2,927         | 2,819         | 2,590         | 3,014         | 2,749         | 2,550         | 2,984         | 2,683         | 2,382         | 32,435         |
|              | 33    | 2,166         | 2,609         | 2,785         | 2,789         | 2,862         | 2,677         | 2,776         | 2,917         | 2,849         | 3,235         | 2,885         | 2,810         | 33,360         |
|              | 44    | 1,262         | 1,421         | 1,588         | 1,754         | 1,879         | 1,585         | 1,758         | 1,924         | 1,778         | 2,254         | 1,919         | 1,804         | 20,926         |
|              | 45    | 5,221         | 5,988         | 6,293         | 6,254         | 6,440         | 5,909         | 6,545         | 6,646         | 6,573         | 7,409         | 7,060         | 6,986         | 77,324         |
|              | 46    | 511           | 531           | 570           | 673           | 616           | 555           | 742           | 608           | 707           | 884           | 712           | 773           | 7,882          |
|              | 57    | 2,332         | 2,859         | 2,779         | 2,758         | 2,850         | 2,234         | 2,304         | 2,648         | 2,828         | 3,454         | 3,194         | 3,059         | 33,299         |
|              | 411   | 410           | 439           | 483           | 676           | 588           | 478           | 542           | 524           | 458           | 611           | 486           | 393           | 6,088          |
| <b>TOTAL</b> |       | <b>18,699</b> | <b>21,269</b> | <b>22,521</b> | <b>22,955</b> | <b>23,440</b> | <b>20,672</b> | <b>22,914</b> | <b>23,464</b> | <b>22,807</b> | <b>26,418</b> | <b>23,348</b> | <b>23,003</b> | <b>271,510</b> |

| 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            |
| <b>TOTAL</b> |       | <b>19,759</b> | <b>17,997</b> | <b>20,819</b> | <b>19,223</b> | <b>21,209</b> | <b>20,612</b> | <b>19,663</b> | <b>22,104</b> | <b>20,420</b> | <b>21,305</b> | <b>20,477</b> | <b>19,159</b> | <b>242,747</b> |

| 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           |                |
| <b>TOTAL</b> |       | <b>13,749</b> | <b>14,296</b> | <b>17,444</b> | <b>16,419</b> | <b>16,543</b> | <b>17,613</b> | <b>16,471</b> | <b>19,498</b> | <b>19,100</b> | <b>19,648</b> | <b>17,880</b> | <b>17,600</b> | <b>206,261</b> |

| 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        |                |
|      | <b>TOTAL</b> |       | <b>10,681</b> | <b>10,331</b> | <b>15,311</b> | <b>15,805</b> | <b>14,344</b> | <b>14,820</b> | <b>15,718</b> | <b>14,411</b> | <b>14,688</b> | <b>14,865</b> | <b>14,101</b> | <b>14,237</b> | <b>169,312</b> |

May-25

| 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                                     | 81       | 200      | 136      | 137      | 90       | 196        | 114        | 33       | 149      | 29        | 1165  |
| 2                                     | 70       | 162      | 133      | 155      | 113      | 185        | 144        | 47       | 139      | 27        | 1175  |
| 3 S                                   |          | 131      | 102      | 108      |          | 237        |            |          | 106      |           | 684   |
| 4                                     |          |          |          |          |          |            |            |          |          |           |       |
| 5                                     | 69       | 184      | 149      | 183      | 114      | 237        | 123        | 39       | 150      | 23        | 1271  |
| 6                                     | 59       | 197      | 119      | 167      | 99       | 218        | 114        | 39       | 159      | 19        | 1190  |
| 7                                     | 56       | 156      | 97       | 136      | 92       | 209        | 113        | 42       | 146      | 9         | 1056  |
| 8                                     | 80       | 184      | 136      | 141      | 94       | 160        | 86         | 37       | 132      | 25        | 1075  |
| 9                                     | 74       | 168      | 126      | 140      | 125      | 170        | 124        | 39       | 103      | 15        | 1084  |
| 10 S                                  |          | 130      | 98       | 109      |          | 183        |            |          | 81       |           | 601   |
| 11                                    |          |          |          |          |          |            |            |          |          |           |       |
| 12                                    | 74       | 153      | 124      | 152      | 93       | 190        | 116        | 40       | 156      | 16        | 1114  |
| 13                                    | 65       | 161      | 87       | 118      | 109      | 187        | 114        | 27       | 141      | 30        | 1039  |
| 14                                    | 55       | 149      | 122      | 139      | 106      | 232        | 116        | 33       | 167      | 10        | 1129  |
| 15                                    | 55       | 127      | 103      | 118      | 111      | 194        | 102        | 34       | 155      | 28        | 1027  |
| 16                                    | 59       | 136      | 80       | 129      | 67       | 169        | 104        | 37       | 119      | 22        | 922   |
| 17 S                                  |          | 100      | 98       | 101      |          | 178        |            |          | 105      |           | 582   |
| 18                                    |          |          |          |          |          |            |            |          |          |           |       |
| 19                                    | 65       | 132      | 93       | 144      | 100      | 170        | 128        | 27       | 141      | 23        | 1023  |
| 20                                    | 49       | 126      | 99       | 120      | 97       | 172        | 102        | 36       | 128      | 11        | 940   |
| 21                                    | 66       | 169      | 105      | 146      | 103      | 213        | 96         | 42       | 134      | 14        | 1088  |
| 22                                    | 54       | 180      | 80       | 124      | 94       | 226        | 130        | 32       | 148      | 28        | 1096  |
| 23                                    | 67       | 157      | 95       | 113      | 107      | 165        | 131        | 34       | 103      | 23        | 995   |
| 24 S                                  |          | 125      | 80       | 105      |          | 145        |            |          | 87       |           | 542   |
| 25                                    |          |          |          |          |          |            |            |          |          |           |       |
| 26 H                                  |          |          |          |          |          |            |            |          |          |           |       |
| 27                                    | 65       | 156      | 127      | 129      | 80       | 219        | 112        | 32       | 145      | 17        | 1082  |
| 28                                    | 67       | 171      | 102      | 133      | 92       | 214        | 116        | 35       | 135      | 13        | 1078  |
| 29                                    | 41       | 122      | 102      | 172      | 114      | 161        | 87         | 37       | 157      | 19        | 1012  |
| 30                                    | 74       | 187      | 116      | 142      | 119      | 150        | 121        | 40       | 85       | 24        | 1058  |
| 31 S                                  |          | 109      | 94       | 128      |          | 170        |            |          | 84       |           | 585   |
|                                       |          |          |          |          |          |            |            |          |          |           |       |
| <b>TOTAL (26)</b>                     | 1345     | 3972     | 2803     | 3489     | 2119     | 4950       | 2393       | 762      | 3355     | 425       | 25613 |
| <b>WEEKDAY TOTAL (21)</b>             | 1345     | 3377     | 2331     | 2938     | 2119     | 4037       | 2393       | 762      | 2892     | 425       | 22619 |
| <b>SATURDAY/REDUCED DAY TOTAL (5)</b> |          | 595      | 472      | 551      |          | 913        |            |          | 463      | 0         | 2994  |
| <b>DAILY AVERAGE</b>                  | 64       | 153      | 108      | 134      | 101      | 190        | 114        | 36       | 129      | 20        | 985   |
| <b>WEEKDAY AVERAGE</b>                | 64       | 161      | 111      | 140      | 101      | 192        | 114        | 36       | 138      | 20        | 1077  |
| <b>SATURDAY/REDUCED DAY AVERAGE</b>   |          | 119      | 94       | 110      |          | 183        |            |          | 93       |           | 599   |

**Ridership by Hour**  
**5/1/2025 - 5/31/2025**

**Weekday - Passengers by Hour**

| Route | 630 | 700 | 800 | 900  | 1000                  | 1100 | 1200 | 1300 | 1400 | 1500 | 1600 | 1700 | 1800  | TOTAL |
|-------|-----|-----|-----|------|-----------------------|------|------|------|------|------|------|------|-------|-------|
| 31    | 32  | 291 | 296 | 297  | 313                   | 209  | 279  | 317  | 336  | 336  | 255  | 239  | 177   | 3,377 |
| 32    | 38  | 98  | 158 | 164  | 249                   | 270  | 229  | 238  | 247  | 205  | 198  | 162  | 75    | 2,331 |
| 33    | 25  | 139 | 215 | 266  | 244                   | 285  | 270  | 358  | 326  | 334  | 238  | 143  | 95    | 2,938 |
| Route | 630 | 720 | 820 | 920  | 1020                  | 1120 | 1220 | 1320 | 1420 | 1520 | 1620 | 1720 | 1820  |       |
| 44    | 101 | 81  | 156 | 189  | 236                   | 189  | 215  | 190  | 183  | 210  | 154  | 144  | 71    | 2,119 |
| 57    | 64  | 267 | 185 | 236  | 186                   | 182  | 274  | 299  | 461  | 326  | 198  | 150  | 64    | 2,892 |
| Route |     |     |     |      | 1030                  | 1130 | 1230 | 1330 | 1430 | 1530 | 1630 |      |       |       |
| 30    |     |     |     |      | 155                   | 197  | 219  | 229  | 184  | 188  | 173  |      |       | 1,345 |
| Route |     |     |     |      | 1050                  | 1150 | 1250 | 1350 | 1450 | 1550 |      |      |       |       |
| 46    |     |     |     |      | 91                    | 126  | 142  | 145  | 138  | 120  |      |      |       | 762   |
| Route | 630 | 700 | 730 | 800  | not shown for brevity |      |      |      | 1700 | 1720 | 1800 | 1830 |       |       |
| 45    | 86  | 156 | 160 | 211  |                       |      |      |      | 195  | 175  | 115  | 74   | 6,430 |       |
| Route | 630 | 715 | 815 | 915  | 1115                  |      | 1215 | 1415 |      | 1515 | 1615 | 1715 |       |       |
| 411   | 4   | 28  | 38  | 69   | 47                    |      | 37   | 87   |      | 27   | 33   | 55   |       | 425   |
| Route | 840 |     |     | 1140 |                       |      | 1440 |      |      | 1640 |      |      |       |       |

**Saturday - Passengers by Hour**

| Route | 800 | 900 | 1000 | 1100 | 1200                  | 1300 | 1400 | 1500 | 1600 | 1700 |      |      |     |
|-------|-----|-----|------|------|-----------------------|------|------|------|------|------|------|------|-----|
| 31    | 27  | 47  | 52   | 67   | 57                    | 93   | 68   | 72   | 66   | 46   | 595  |      |     |
| 32    | 11  | 38  | 63   | 56   | 62                    | 75   | 52   | 54   | 45   | 16   | 472  |      |     |
| 33    | 42  | 45  | 61   | 59   | 62                    | 77   | 59   | 62   | 51   | 33   | 551  |      |     |
| Route | 820 | 920 | 1020 | 1120 | 1220                  | 1320 | 1420 | 1520 | 1620 | 1720 |      |      |     |
| 57    | 31  | 40  | 48   | 47   | 57                    | 46   | 68   | 57   | 36   | 33   | 463  |      |     |
| Route | 800 | 830 | 900  | 930  | not shown for brevity |      |      |      | 1600 | 1630 | 1700 | 1730 |     |
| 45    | 34  | 25  | 62   | 48   |                       |      |      |      | 75   | 39   | 43   | 18   | 913 |

**Total Fixed Route**

**25,613**

**Average Passengers per Trip**  
**5/1/2025 - 5/31/2025**

**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 | 13.9 | 14.1 | 14.1 | 14.9                  | 10.0 | 13.3 | 15.1 | 16.0 | 16.0 | 12.1 | 11.4 | 8.4  | 13.2                              | 161                 |
| 32    | 1.8 | 4.7  | 7.5  | 7.8  | 11.9                  | 12.9 | 10.9 | 11.3 | 11.8 | 9.8  | 9.4  | 7.7  | 3.6  | 9.1                               | 111                 |
| 33    | 1.2 | 6.6  | 10.2 | 12.7 | 11.6                  | 13.6 | 12.9 | 17.0 | 15.5 | 15.9 | 11.3 | 6.8  | 4.5  | 11.5                              | 140                 |
| Route | 630 | 720  | 820  | 920  | 1020                  | 1120 | 1220 | 1320 | 1420 | 1520 | 1620 | 1720 | 1820 |                                   |                     |
| 44    | 4.8 | 3.9  | 7.4  | 9.0  | 11.2                  | 9.0  | 10.2 | 9.0  | 8.7  | 10.0 | 7.3  | 6.9  | 3.4  | 8.1                               | 101                 |
| 57    | 3.0 | 12.7 | 8.8  | 11.2 | 8.9                   | 8.7  | 13.0 | 14.2 | 22.0 | 15.5 | 9.4  | 7.1  | 3.0  | 11.1                              | 138                 |
| Route |     |      |      |      | 1030                  | 1130 | 1230 | 1330 | 1430 | 1530 | 1630 |      |      |                                   |                     |
| 30    |     |      |      |      | 7.4                   | 9.4  | 10.4 | 10.9 | 8.8  | 9.0  | 8.2  |      |      | 9.4                               | 64                  |
| Route |     |      |      |      | 1050                  | 1150 | 1250 | 1350 | 1450 | 1550 |      |      |      |                                   |                     |
| 46    |     |      |      |      | 4.3                   | 6.0  | 6.8  | 6.9  | 6.6  | 5.7  |      |      |      | 6.2                               | 36                  |
| Route | 630 | 700  | 730  | 800  | not shown for brevity |      |      |      |      | 1700 | 1720 | 1800 | 1830 |                                   |                     |
| 45    | 4.1 | 7.4  | 7.6  | 10.0 |                       |      |      |      |      | 9.3  | 8.3  | 5.5  | 3.5  | 15.3                              | 306                 |
| Route | 630 | 715  | 815  | 915  | 1115                  |      | 1215 | 1415 |      | 1515 | 1615 | 1715 |      |                                   |                     |
| 411   | 0.2 | 1.3  | 1.8  | 3.3  | 2.2                   |      | 1.8  | 4.1  |      | 1.3  | 1.6  | 2.6  |      | 2.4                               | 20                  |
| Route |     |      | 840  | 1140 |                       | 1440 |      | 1640 |      |      |      |      |      |                                   |                     |

**Saturday**

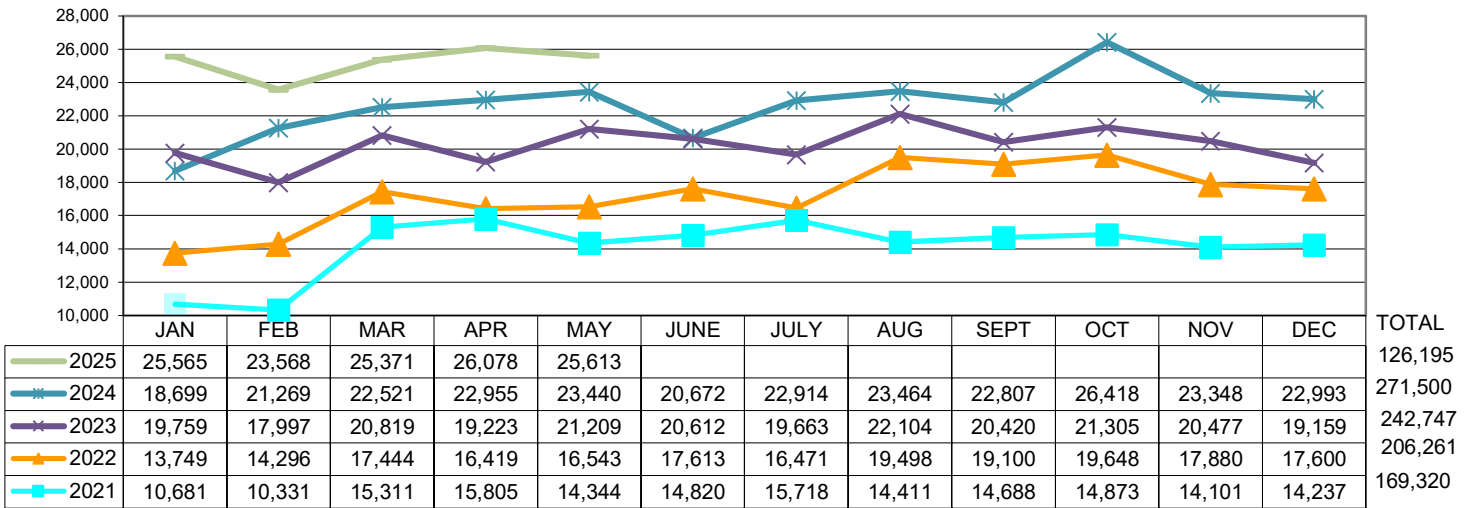
| Route | 800 | 900 | 1000 | 1100                  | 1200 | 1300 | 1400 | 1500 | 1600 | 1700 | Passengers per Revenue Service Hr | Avg daily boardings |
|-------|-----|-----|------|-----------------------|------|------|------|------|------|------|-----------------------------------|---------------------|
| 31    | 5.4 | 9.4 | 10.4 | 13.4                  | 11.4 | 18.6 | 13.6 | 14.4 | 13.2 | 9.2  | 12.2                              | 119                 |
| 32    | 2.2 | 7.6 | 12.6 | 11.2                  | 12.4 | 15.0 | 10.4 | 10.8 | 9.0  | 3.2  | 9.7                               | 94                  |
| 33    | 8.4 | 9.0 | 12.2 | 11.8                  | 12.4 | 15.4 | 11.8 | 12.4 | 10.2 | 6.6  | 11.3                              | 110                 |
| Route | 820 | 920 | 1020 | 1120                  | 1220 | 1320 | 1420 | 1520 | 1620 | 1720 |                                   |                     |
| 57    | 6.2 | 8.0 | 9.6  | 9.4                   | 11.4 | 9.2  | 13.6 | 11.4 | 7.2  | 6.6  | 9.5                               | 93                  |
| Route | 800 | 830 | 900  | not shown for brevity |      |      | 1600 | 1630 | 1700 | 1730 |                                   |                     |
| 45    | 6.8 | 5.0 | 12.4 |                       |      |      | 15.0 | 7.8  | 8.6  | 3.6  | 18.4                              | 183                 |

**System Productivity**

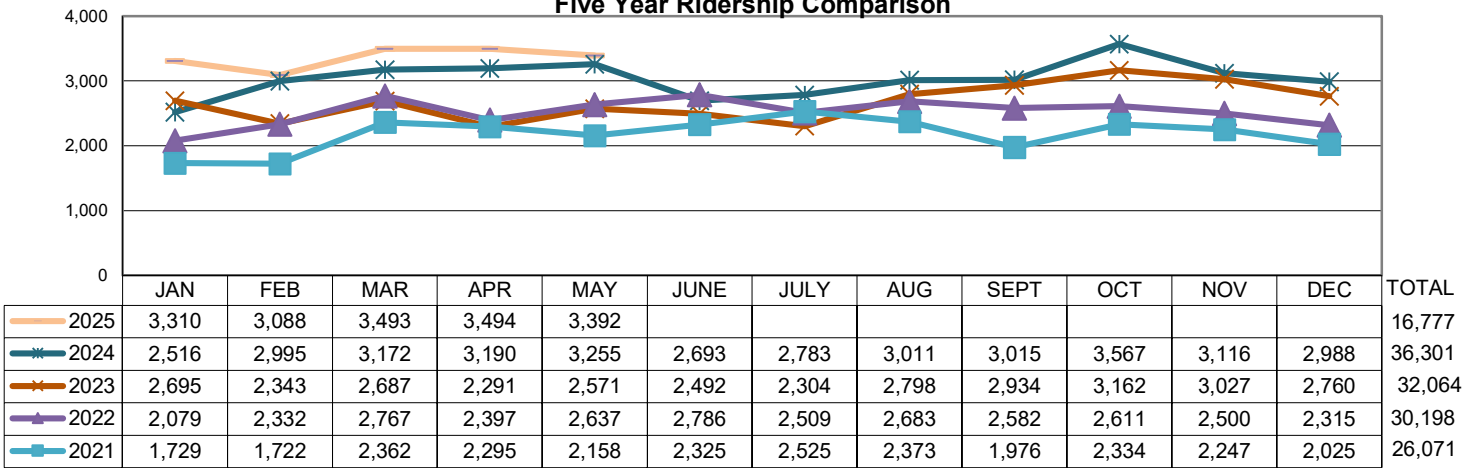
**10.7**

| 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 |
|-----------|-------------|------------------------------|--------------------|------------------|---------------------|---------------------|-----------------------|----------------|------|----------|
| 5/1/2025  | 157         | 125                          | 32                 | 0                | 99                  | 26                  | 20.80%                | 2.44           | 13   | 0        |
| 5/2/2025  | 162         | 125                          | 36                 | 1                | 79                  | 46                  | 36.80%                | 2.32           | 14   | 5        |
| 5/3/2025  | 82          | 64                           | 18                 | 0                | 40                  | 24                  | 37.50%                | 2.34           | 0    | 1        |
| 5/5/2025  | 117         | 101                          | 16                 | 0                | 76                  | 25                  | 24.75%                | 2.30           | 9    | 3        |
| 5/6/2025  | 166         | 136                          | 28                 | 2                | 109                 | 27                  | 19.85%                | 2.60           | 8    | 2        |
| 5/7/2025  | 156         | 129                          | 27                 | 0                | 86                  | 43                  | 33.33%                | 2.31           | 12   | 1        |
| 5/8/2025  | 141         | 114                          | 27                 | 0                | 85                  | 29                  | 25.44%                | 2.24           | 15   | 4        |
| 5/9/2025  | 130         | 106                          | 24                 | 0                | 75                  | 31                  | 29.25%                | 2.09           | 7    | 3        |
| 5/10/2025 | 96          | 69                           | 25                 | 2                | 42                  | 27                  | 39.13%                | 2.43           | 6    | 1        |
| 5/12/2025 | 112         | 91                           | 21                 | 0                | 72                  | 19                  | 20.88%                | 2.14           | 18   | 2        |
| 5/13/2025 | 155         | 131                          | 24                 | 0                | 98                  | 33                  | 25.19%                | 2.38           | 15   | 5        |
| 5/14/2025 | 146         | 126                          | 20                 | 0                | 96                  | 30                  | 23.81%                | 2.28           | 11   | 6        |
| 5/15/2025 | 142         | 115                          | 25                 | 2                | 87                  | 28                  | 24.35%                | 2.14           | 16   | 5        |
| 5/16/2025 | 127         | 102                          | 25                 | 0                | 78                  | 24                  | 23.53%                | 2.30           | 14   | 1        |
| 5/17/2025 | 91          | 67                           | 24                 | 0                | 49                  | 18                  | 26.87%                | 2.95           | 3    | 0        |
| 5/19/2025 | 112         | 90                           | 22                 | 0                | 68                  | 22                  | 24.44%                | 2.57           | 11   | 2        |
| 5/20/2025 | 187         | 148                          | 39                 | 0                | 113                 | 35                  | 23.65%                | 2.55           | 11   | 5        |
| 5/21/2025 | 165         | 137                          | 26                 | 2                | 91                  | 46                  | 33.58%                | 2.32           | 10   | 4        |
| 5/22/2025 | 163         | 125                          | 36                 | 2                | 99                  | 26                  | 20.80%                | 2.59           | 16   | 2        |
| 5/23/2025 | 136         | 104                          | 32                 | 0                | 81                  | 23                  | 22.12%                | 2.39           | 13   | 2        |
| 5/24/2025 | 75          | 55                           | 20                 | 0                | 37                  | 18                  | 32.73%                | 2.02           | 8    | 3        |
| 5/27/2025 | 107         | 93                           | 12                 | 2                | 69                  | 24                  | 25.81%                | 1.84           | 11   | 6        |
| 5/28/2025 | 156         | 135                          | 21                 | 0                | 101                 | 34                  | 25.19%                | 2.18           | 5    | 2        |
| 5/29/2025 | 121         | 99                           | 22                 | 0                | 79                  | 20                  | 20.20%                | 2.09           | 3    | 2        |
| 5/30/2025 | 125         | 101                          | 24                 | 0                | 76                  | 25                  | 24.75%                | 2.14           | 6    | 4        |
| 5/31/2025 | 65          | 54                           | 8                  | 3                | 36                  | 18                  | 33.33%                | 1.88           | 10   | 1        |
|           | 3392        | 2742                         | 634                | 16               | 2021                | 721                 | 26.29%                | 2.30           | 265  | 72       |

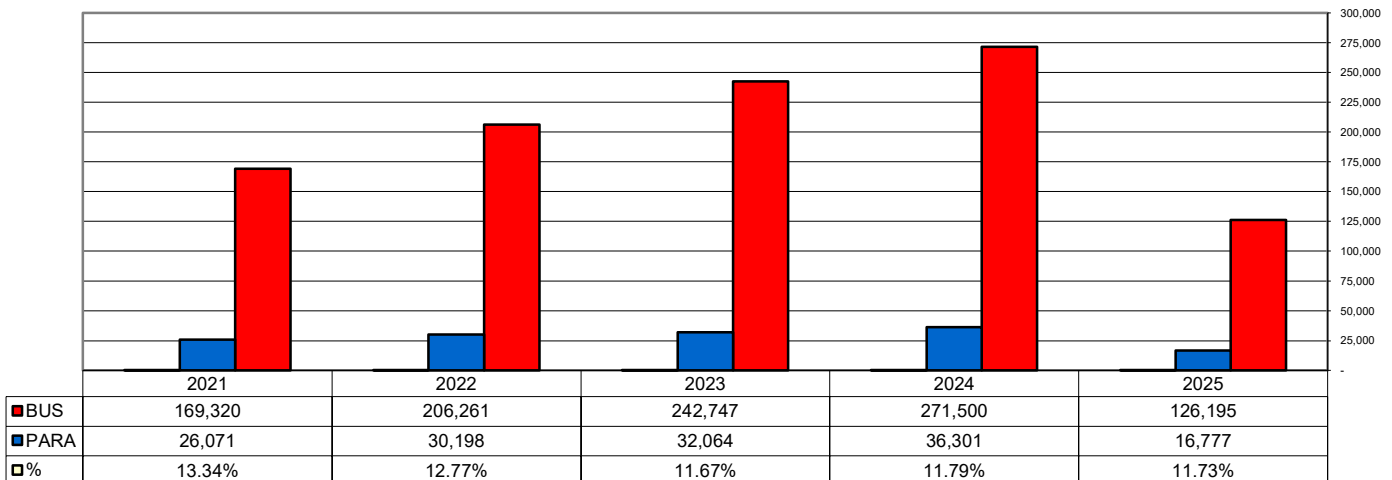
### RiverCities Transit Fixed Route Five Year Ridership Comparison



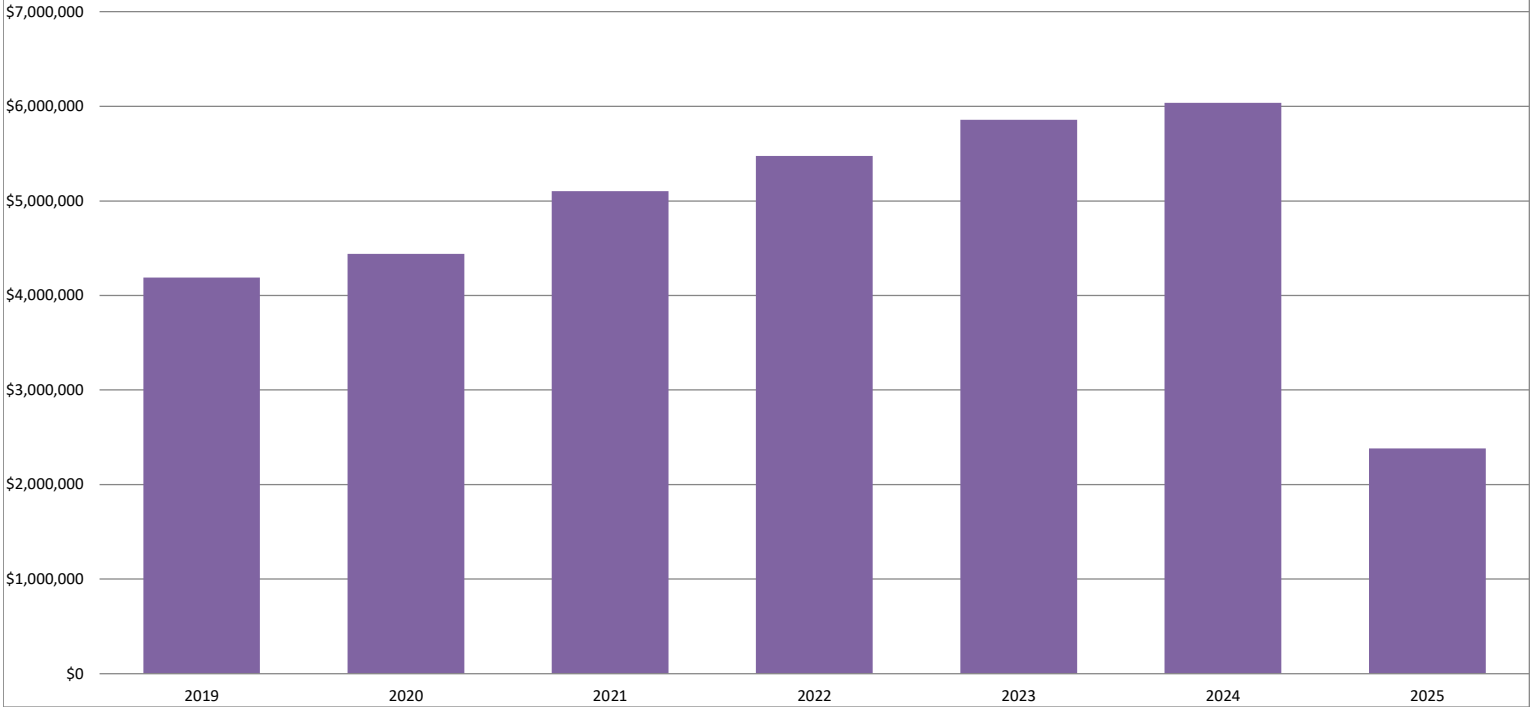
### RiverCities Transit Paratransit Five Year Ridership Comparison



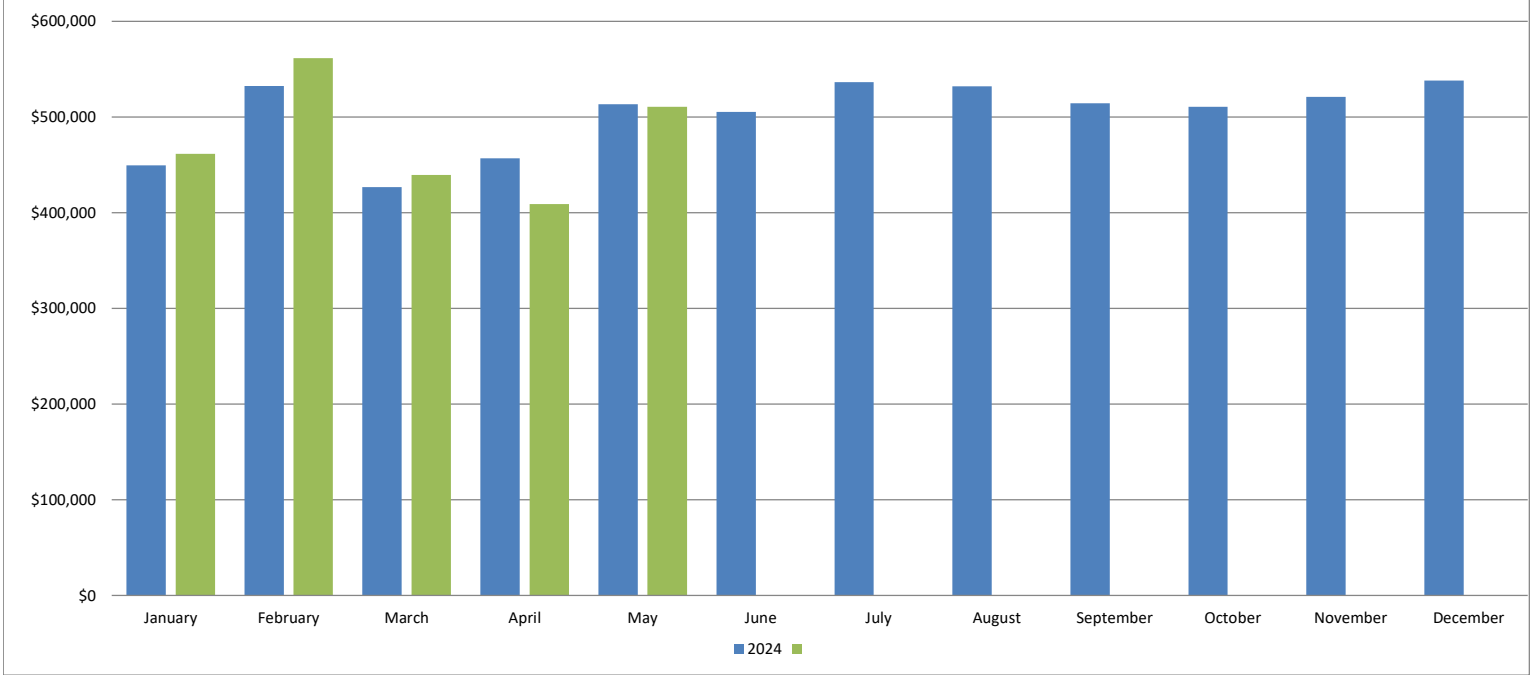
### Comparison of Ridership Bus and Paratransit Ridership



### Cowlitz Public Transit Benefit Area Sales Tax Revenue



### Cowlitz PTBA Sales Tax Revenue 2025 vs 2024





# Cowlitz Transit Authority Agenda Summary

## **INTERIM SERVICE PLAN FOR ROUTE 511 (I-5) COMMUTER BUS**

### **SUMMARY STATEMENT:**

On May 20, 2025, Governor Ferguson signed the 2025 – 2027 State Transportation Budget. This included the budget proviso championed by the Washington State Transit Association and its lobbyists, which will help fund two buses and two years of service between Longview, Kalama, Woodland, the Cowlitz Reservation, and Vancouver. This replaces the service provided by Lower Columbia Community Action Program, which ends June 30, 2025.

The new service, designated Route 511, will start the following day, July 1. However, with only one cutaway bus available until RCT takes delivery on new buses, we need to reduce the service frequency from six (6) trips at 450 miles per day to a more manageable five (5) trips and 327 miles per day. To provide this service, the 6:30 a.m., 12:30 p.m., and 4:30 p.m. departures from Longview will travel to 99<sup>th</sup> St. Transit Center in Vancouver. One additional mid-morning departure and one mid-afternoon departure from Longview will be scheduled and timed to meet C-TRAN's Route 48 on the Cowlitz Reservation at ilani for a convenient transfer in either direction. Route 48 begins and ends its trips at the 99<sup>th</sup> St Transit Center.

Once we take delivery on new buses, we will return to six trips per day to Vancouver, unless C-TRAN increases the frequency of its Route 48 so that we can make the ilani bus shelter the permanent transfer point.

### **RECOMMENDED ACTION:**

No action, information only.



# Cowlitz Transit Authority Agenda Summary

## **LOWER COLUMBIA CAP'S PASS REQUEST**

### **SUMMARY STATEMENT:**

Two of the fare media for Lower Columbia Community Action Program (CAP) Transportation Service have been a 20-trip pass at \$40 and 5-trip pass at \$10. Essentially these are punch cards similar to what we make available on our LIFT service, convenient for individuals who do not or cannot carry cash. The regular cash fare on CAP is \$2 per trip.

CAP will stop selling the 20-trip pass on May 31 and the 10-trip pass on June 15. However, some riders may have purchased the passes in the past and still have rides not taken and the passes are not refundable.

Kelly Wagoner, CAP's Transportation Manager, requests that RCT honor those passes on Route 511 for up to one month, as many of the riders have a limited income.

RCT staff feels this is a reasonable accommodation for those riders that will need to switch services and demonstrates goodwill. Route 511 operators will be issued a punch to account for rides taken through July 31, 2025. Staff anticipates the fare loss to be minimal.

### **RECOMMENDED ACTION:**

Motion to authorize RiverCities Transit to accept passengers using previously purchased CAP passes in lieu of fare on Route 511 until July 31, 2025.



# Cowlitz Transit Authority Agenda Summary

## **COWLITZ COUNTY FAIR FREE FAIR REQUEST**

### **SUMMARY STATEMENT:**

Staff was contacted by Ashley Lachney, Business Development & Marketing Coordinator for the Cowlitz County Event Center. She requested, on behalf of the Cowlitz County Fair, free fare during the fair for riders on Routes 32 and 46, both of which service two stops on 7<sup>th</sup> Avenue at the Event Center. The fair will operate July 23 - 26, 2025.

Our service would not involve closed door service, additional trips, or later than regularly scheduled service, so would not violate federal charter regulations. The fair already includes a link to the RCTransit.org website on its General Info webpage.

In turn, RCT would be named the transportation sponsor for the fair, including the RiverCities Transit logo on the website, social media, and fair t-shirts that staff and superintendents wear, as well as on the Daily Fair flyer that is handed out to fair-goers at the front gate.

Based on the average daily fare collections on Routes 32 and 46, staff estimates lost fare revenue at \$65 - 72 in total for the four days.

### **RECOMMENDED ACTION:**

Motion to authorize RiverCities Transit to operate Routes 32 and 46 fare free during the Cowlitz County Fair, July 23 – 26, 2025.



# Cowlitz Transit Authority Agenda Summary

## **APPROVE LETTER OF SUPPORT AND LOCAL MATCHING FUNDS FOR 2025 FEDERAL TRANSIT ADMINISTRATION 5339 BUS AND BUS FACILITIES AND LOW OR NO EMISSION PROGRAM GRANTS**

### **SUMMARY STATEMENT:**

The City of Longview is the Designated Federal Recipient of public transit funds. The City of Longview, in cooperation with the Cowlitz Transit Authority, is applying for two grants:

- FY2025 Federal Transit Administration Bus and Bus Facilities Grant to rehabilitate one (1) transit coach that has exceeded its useful life of 12 years, and upon completion will add an estimated 8 years of useful life, and
- FY2025 Federal Transit Administration Low or No Emission (Low-No) Grant to purchase three (3) replacement, propane-fueled, ADA cutaways to replace vehicles that are currently at their useful life of 8 years.

These projects support the goals of the Transit Enhancement Plan and are supported in the regional long range transportation plan. To demonstrate local support for the project, the applications require documentation of local financial commitment and support. Staff is requesting the CTA approve authorization of the CTA Board Chair to sign a letter of support and adopt a resolution allocating local matching funds for the grants. Staff anticipates that these vehicles will be delivered and paid for in late 2026 or early 2027, if the grant applications are successful.

### **FINANCIAL SUMMARY:**

Total match requested is an estimated \$239,500 as follows:

- The estimated cost of rehabilitating one transit coach is \$410,000. The grant requires a 20% local match; therefore, the estimated match funds requested of the CTA is \$82,000.
- The estimated cost of the three propane-fueled, ADA cutaways is \$1,050,000. The grant requires a 15% local match; therefore, the estimated match funds requested of the CTA is \$157,500.

These projects are included in the 2025 Transit Development Plan and there are adequate funds available in the Cowlitz Transit Authority Budget.

### **RECOMMENDED ACTION:**

Motion to approve Resolution Number 2025-01 and authorize the Chair to sign a letter of support for the City of Longview 2025 Bus and Bus Facilities grant application and 2025 Low or No Emission grant application.



*Operated by City of Longview*

June 11, 2025

U.S. Department of Transportation  
Federal Transit Administration  
Office of Program Management  
ATTN: Bruce Robinson  
1200 New Jersey Avenue, SE  
Washington, DC 20590

Re: FY 2025 Section 5339 Bus and Bus Facilities Grant  
One Transit Coach Rehabilitation  
FY 2025 Low or No Emission Grant  
Three Replacement Propane-Fueled ADA Cutaways  
Longview, Washington (RiverCities Transit)

Dear Mr. Robinson,

On behalf of the Cowlitz Transit Authority, I am writing to express my strong support for the City of Longview's (RiverCities Transit) applications for the rehabilitation of one transit bus and for the purchase of three replacement, propane ADA cutaways. The Bus & Bus Facilities grant will be used to rehabilitate a biodiesel transit coach that have met its useful life at 12 years old and over 350,000 miles. We believe doing so will add another 8 years of useful life to this bus. The Low-No grant will be used to replace three propane ADA cutaways that have met their useful life at 8 years.

In 2008, the citizens of Longview and Kelso voted to increase funding for public transit to provide more frequent service and expand services. Since then, RiverCities Transit has successfully extended hours, decreased wait times, increased on-time performance while increasing customer information through the use of on-board GPS tracking, and expanded into surrounding communities lacking transit options in Cowlitz County and in July 2025 across the Columbia River to Rainier, Oregon.

As RiverCities Transit has increased the service provided to these communities, the vehicle fleet has expanded, and vehicles are running more miles and are in service longer now than in years past. Vehicle design and technology has improved since we purchased the vehicles, and the City is eager to modernize to improve driver safety, passenger boarding, and less frequent break downs. In an effort to continue to provide reliable, efficient service to citizens accessing medical, educational and job opportunities, the City must maintain a reliable fleet and rehabilitating or replacing these vehicles will help greatly.

This letter confirms the Cowlitz Transit Authority's financial support of an estimated \$239,500 in local funds: \$82,000 as the 20% required match for the Bus & Bus Facilities grant and \$157,500 as the 15% required match for the Low or No Emissions grant.

Phone 360.442.5663

Fax 360.442.5979

PO Box 128

Longview, WA 98632-7080

[www.rctransit.org](http://www.rctransit.org)

These funds are provided by a transit sales tax our voters approved to enhance transit service, and they meet the requested local match requirement established in the Notice of Funding Announcement.

I appreciate your consideration and hope you will support this worthy request.

Sincerely,

Lisa Alexander, CTA Board Chair

RESOLUTION NO. 2025-01

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A RESOLUTION OF THE COWLITZ TRANSIT AUTHORITY TO APPROVE MATCHING FUNDS FOR THE FY2025 FEDERAL TRANSIT ADMINISTRATION BUS AND BUS FACILITIES GRANT PROGRAM FOR THE REHABILITATION OF ONE HEAVY-DUTY COACH AND FOR THE LOW OR NO EMISSION GRANT PROGRAM FOR THE PURCHASE OF THREE PROPANE-FUELED, ADA CUTAWAYS

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WHEREAS, the City of Longview is the Designated Federal Recipient of public transit funds, and

WHEREAS, the City of Longview; in cooperation with the Cowlitz Transit Authority, intends to apply for \$328,000 from the 2025 Federal Transit Administration Bus and Bus Facilities Grant program to rehabilitate one (1) heavy-duty coach; and

WHEREAS, the City of Longview; in cooperation with the Cowlitz Transit Authority, intends to apply for \$892,500 from the 2025 Federal Transit Low or No Emission Grant program to purchase three (3) replacement, propane-fueled, ADA cutaways; and

WHEREAS, the award for the Bus and Bus Facilities Grant has an estimated local matching funds requirement of \$82,000; and

WHEREAS, the award for the Low or No Emission Grant has an estimated local matching funds requirement of \$157,500; and

WHEREAS, the Interlocal Agreement for Public Transportation Services states “[t]he City of Longview shall provide public transportation services within the area of the Cowlitz Transit Authority including, but not with limitation, the providing of vehicles, vehicle maintenance, vehicle operation, public liability and property damage insurance, supervision, and all labor and services in connection therewith, all in accordance with said Comprehensive Transit Plan and in accordance with public transportation schedules as determined by the Cowlitz Transit Authority”; and

WHEREAS, the Interlocal Agreement for Public Transportation Services states in part “The Cowlitz Transit Authority shall pay to the City of Longview all costs and expenses incurred by it, in consideration for all of the services to be provided by the City of Longview pursuant to this agreement ...”

NOW, THEREFORE, BE IT RESOLVED by the Cowlitz Transit Authority that it authorizes expenditure of an estimated \$239,500 to match the FY2025 Federal Transit Administration Bus and Bus Facilities Grant and Low or Now Emission Grant, if awarded, to be used by the City of Longview to rehabilitate one (1) heavy-duty coach and to procure three (3) replacement, propane-fueled, ADA cutaways.

PASSED by the Cowlitz Transit Authority in regular session and approved this 11th day of June, 2025.

SIGNED:

ATTEST:

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Lisa Alexander, Chair

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Tara Hargrave, Clerk of the Board



# Cowlitz Transit Authority Agenda Summary

## **BUDGET REVISION TO FUND DEDICATED TRANSIT FLEET TECHNICIAN**

### **SUMMARY STATEMENT:**

The Fleet Maintenance Department and RiverCities Transit staff are requesting a budget revision for the purposes of hiring one additional fleet technician, to be dedicated to maintenance of the transit fleet. The need for this position is detailed in the attached justification document from Keith Walling, Fleet and Facilities Maintenance Manager.

### **FINANCIAL SUMMARY:**

Based on the information provided by the City of Longview Human Resources Department, the estimated wages and benefits for a qualified fleet maintenance technician for the final six months of 2025 is \$66,498. There are adequate funds available in the Cowlitz Transit Authority budget reserves for this expense.

### **RECOMMENDED ACTION:**

Motion to approve a revision to the 2025 Cowlitz Transit Authority Budget, for the purposes of hiring one dedicated transit fleet maintenance mechanic and increasing the monthly payment to the City of Longview by an additional \$11,083 per month.

### **ATTACHMENT:**

Transit Tech Justification 6.4.25

## **Subject: Justification for Dedicated Transit Fleet Technician Funded by RCT**

To Cowlitz Transit Authority,

RCT currently operates a fleet of 42 vehicles, including 18 fixed-route buses, 16 paratransit buses, and 8 support vehicles. In addition, the City manages approximately 300 other pieces of equipment essential to its operations. Fleet maintenance and service responsibilities fall to a team of four full-time technicians, one of whom is the Lead Technician whose administrative duties—such as managing PM compliance, scheduling, warranties, recalls, accident response, and customer communications—consume more than half of his available hours.

Recent discussions with peer transit agencies across Washington reveal a common staffing ratio of approximately one technician for every 10 vehicles. Based on this standard, the RCT fleet alone warrants at least 4 full-time equivalent (FTE) technicians. This assessment does not even account for the broader needs of the City's non-transit fleet, which also depends heavily on Fleet's limited staffing.

In recent years, the workload on Fleet has grown substantially, driven by:

- Expansion of Transit routes and increased service miles,
- Growth in the overall City fleet,
- Greater complexity in vehicle technology and emissions systems.

As a result, our technicians are overextended and struggling to keep up. Because of FTA safety and compliance requirements, RCT is one of Fleet's top priorities—alongside Public Safety. Unfortunately, this often means other City departments are left waiting for critical repairs and maintenance, which impacts their ability to deliver essential services.

Last year, we entered the City's budget process with a strong case for adding additional technician support. However, due to fiscal constraints, no funding was available to support additional staff. In the first half of this year, this shortfall has made it increasingly difficult to keep up with Transit's needs. In recent weeks, Fleet narrowly avoided the difficult choice between falling out of compliance with federally mandated PM standards or suspending portions of service due to a shortage of operational buses.

This situation is unsustainable.

Looking ahead, the continued aging of the RCT fleet and the pending addition of the I-5 and Rainier routes—with associated new buses—will only increase the maintenance burden. Without intervention, this will jeopardize both compliance and service reliability.

Given these challenges and the critical role Transit plays in our community, I respectfully request the addition of a **dedicated Transit Technician funded directly by RCT**. This

position would help ensure the continued safe, reliable, and efficient operation of the RCT fleet and alleviate pressure on the broader Fleet department.

Thank you for your consideration of this urgent and essential request.

Sincerely,

Keith Walling

Fleet & Facilities Maintenance Manager

6/3/25



# Cowlitz Transit Authority Agenda Summary

## **ESTABLISH PUBLIC HEARING – 2025-2030 Transit Development Plan and 2024 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 9, 2025, to receive citizen input. A draft copy of the 2025-2030 Transit Development Plan and 2024 Annual Report will be sent to Board Members and posted to our website by June 20, 2025.

### **RECOMMENDED ACTION:**

Motion to establish a public hearing for the July 9, 2025, CTA Board meeting to receive citizen input on the 2025-2030 Transit Development Plan and 2024 Annual Report.