



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, October 8, 2025

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, October 8, 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 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, November 12, 2025

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

1. **CALL TO ORDER**
2. **FLAG SALUTE**
3. **ROLL CALL**
4. **PUBLIC COMMENTS**
5. **CONSIDERATION OF MINUTES FOR SEPTEMBER 10, 2025**
25-00873 2025 09 10 CTA Board Minutes
6. **CONSENT CALENDAR**
25-00874 2025 August CTA Treasurer's Report
25-00875 2025 August CTA Fund Balance Report
25-00876 Invoice #2025-11 - City of Longview \$521,128.00
7. **REPORTS**
25-00877 2025 Annual Fixed Route Ridership
25-00878 2025 September Daily Fixed Route Ridership
25-00879 2025 September Daily Fixed Route Ridership by Hour
25-00880 2025 September Fixed Route Average Passengers per Trip
25-00881 2025 September LIFT Monthly Ridership
25-00882 Five Year Ridership Graph
25-00883 PTBA Sales Tax Data 2025 vs. 2024
8. **AGENDA SUMMARY - AUTHORIZING LOCAL MATCH FOR FTA OPERATING GRANT APPLICATIONS**
25-00926 **SUMMARY OF STATEMENT:**
The City of Longview is the Designated Federal Recipient of public transit funds. The City of Longview, on behalf of Cowlitz Transit Authority, is applying for two FY 2021 Section 5307 Federal Transit Administration Formula Grants. One grant will use the direct allocation to City of Longview of \$1,272,547 for the operation of transit service in Cowlitz County in 2026. The second grant represents the \$48,522 transferred from Oregon Department of Transportation to provide our service to Rainier, Oregon during 2026.

Staff is requesting the CTA adopt a resolution allocating local matching funds for the grant.

RECOMMENDED ACTION:
Motion to approve Resolution Number 2025-02.

9. AGENDA SUMMARY - AUTHORIZING LOCAL MATCH FOR FTA CAPITAL GRANT APPLICATIONS**25-00925 SUMMARY OF STATEMENT:**

The City of Longview is the Designated Federal Recipient of public transit funds. The City of Longview, on behalf of Cowlitz Transit Authority, is applying for the FY 2023 Section 5339(a) Federal Transit Administration Bus and Bus Facilities Grant to purchase one (1) replacement transit facility truck and one (1) transit staff vehicle to replace vehicles that are well past their useful life of 8 years.

This project supports the goals of the Transit Enhancement Plan and is supported in the regional long range transportation plan. To demonstrate local support for the project, the application requires documentation of local financial commitment and support. Staff is requesting the CTA adopt a resolution allocating local matching funds for the grant.

RECOMMENDED ACTION:

Motion to approve Resolution Number 2025-03.

10. AGENDA SUMMARY - ESTABLISH PUBLIC HEARING FOR 2026 CTA BUDGET**25-00920 SUMMARY STATEMENT:**

The Cowlitz Transit Authority bylaws state that the CTA is to hold a public hearing to specifically solicit public comment on the annual budget.

RECOMMENDED ACTION:

Establish a public hearing to be held at the November 12, 2025 CTA Board Meeting to receive comments on the 2026 annual budget.

11. AGENDA SUMMARY - CAPACITY ISSUES ON LONGVIEW-VANCOUVER ROUTE**25-00924 SUMMARY OF STATEMENT:**

The ridership on certain trips of Route 511 has exceeded the capacity of the current 12-passenger cutaway vehicle to accommodate. This has been compounded by an increase in riders with bicycles wishing to board that exceeds the bike rack.

As the larger cutaways designed to accommodate more riders will not be delivered until next year, staff will discuss the steps being taken now to help mitigate these concerns.

RECOMMENDED ACTION:

No action. Information only.

12. MANAGER'S REPORT**13. MISCELLANEOUS****14. 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, September 10, 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, September 13, 2025, at 4:00 p.m.** in the **Kelso City Hall Council Chambers**, 203 Pacific Ave S, Kelso, 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, September 13, 2025, at 4:00 p.m.** in the **Kelso City Hall Council Chambers**, 203 Pacific Ave S, Kelso, WA. This meeting is also available by Zoom.

The purpose of the hearing is to receive any comments concerning the continuation, reduction or elimination of transit services to the Lexington-Beacon Hill Community.

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, October 8, 2025

4:00 p.m. – Regular Board Meeting @ Longview City Hall

1. CALL TO ORDER

Chair Alexander called the meeting to order at 4:01 pm.

2. FLAG SALUTE

The flag salute was recited.

3. ROLL CALL

Present: Chair Lisa Alexander; Vice-Chair MaryAlice Wallis (on Zoom); Member Erik Halvorson; Member Keenan Harvey; Member Anthony Harris; Member Steven Ferrel

Absent: 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

Others Present: Betsy DeSpain, Paratransit Regional Manager; Sheila Harmon, Paratransit Manager; Kelso City Manager, Andrew Hamilton

4. PUBLIC COMMENTS

None.

5. CONSIDERATION OF MINUTES FOR AUGUST 13, 2025**25-00842 *August 13, 2025 CTA Board Meeting Minutes***

A motion was made by Member Harvey, seconded by Member Ferrell to approve the August 13, 2025 Cowlitz Transit Authority Regular Board Meeting Minutes. The motion carried unanimously.

6. CONSENT CALENDAR

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

25-00843 2025 July CTA Treasurer's Report**25-00844 2025 July CTA Fund Balance Report****25-00845 Invoice #2025-10 - City of Longview \$521,128.00****25-00860 Invoice #E69B1C00-0009 The Daily News \$451.08****7. REPORTS**

Transit Manager Seeks reported on the 511 and overall ridership; PTBA Sales Tax in regard to the proposed vs. actual budgets, and ridership tracking abilities.

25-00846 2025 Annual Fixed Route Ridership**25-00847 2025 August Daily Fixed Route Ridership****25-00848 2025 August Daily Fixed Route Ridership by Hour****25-00849 2025 August Fixed Route Average Passengers per Trip**

25-00850 2025 August LIFT Monthly Ridership

25-00853 Five Year Ridership Graph

25-00851 PTBA Sales Tax Data 2025 vs 2024

8. **SUMMARY SHEET - 2025-2026 LCC AGREEMENT**

Transit Manager Seeks reported on the 10 year relationship with LCC and the yearly renewal of the ridership agreement.

A motion was made by Member Harvey, seconded by Member Ferrell to authorize the CTA Board Chair to execute the 2025-2026 Ridership Agreement with Lower Columbia College. The motion carried unanimously.

25-00852 SUMMARY OF STATEMENT:

RiverCities Transit staff has collaborated with the administration of Lower Columbia College to renew the annual agreement that allows Lower Columbia College students, staff, and faculty access to RiverCities Fixed Route service in exchange for a single lump sum payment based on usage from the prior year. RiverCities staff recommends the renewal agreement for the 2025-2026 school year.

BUDGET:

This agreement will generate \$3,313.80 in fare revenue.

RECOMMENDED ACTION:

Motion to authorize the Cowlitz Transit Authority Board Chair to execute the 2025-2026 Ridership Agreement with Lower Columbia College

25-00855 2025-2026 RCT LCC Ridership Agreement Draft

9. **AGENDA SUMMARY - PUBLIC HEARING ON TRANSIT SERVICE TO THE LEXINGTON-BEACON HILL COMMUNITY**

Transit Manager Seeks reported on the status of Route 411 serving the Lexington-Beacon Hill Community and staff's proposal for continuation.

Chair Alexander opened the public hearing at 4:23 pm and called for public comment. Seven constituents (2 online, 5 in person) made public comments regarding the need for Route 411 to continue, and the public hearing was closed at 4:34 pm.

A motion was made by Member Harvey, seconded by Member Wallis to approve the continuation of transit service between Lexington-Beacon Hill and Longview (Route 411) indefinitely. Discussions regarding funding and a second attempt at PTBA annexation ensued. The motion carried unanimously.

25-00854 SUMMARY OF STATEMENT:

The Cowlitz Transit Authority bylaws Section 5.3 states that the Authority shall hold a public hearing to solicit public comment on any change in transit service routes amounting to a change in excess of 20% of the total distance of any one route. The Transit Authority Board's decision regarding continuation of Route 411 and LIFT ADA paratransit service to Lexington and Beacon Hill potentially meets this criterion.

Notices of the public hearing were posted on buses, social media, on the RCT website and in the Daily News. A summary of the proposed changes was available on social media, on the RCT website, and available at the lobby of the Transit Center.

The alternatives are to:

1. Continue service as currently scheduled. This is the recommended alternative.
2. Reduce the current scheduled hours of service. While reducing some expenses, staff estimates Route 411 would also see less riders, based on the lower ridership before daily trips were increased in 2023.
3. Discontinue operating the service. There currently are no other transportation options available for Lexington-Beacon Hill residents except what the Cowlitz Tribe Transit Service may be able to provide.

BUDGET:

Staff estimates the expense for continuing transit service to Lexington-Beacon Hill through June 30, 2027, to be \$333,445. Funding would be split at 55% (\$183,395) from CTA sales tax revenue collected within the PTBA and 45% (\$150,050) from Special Needs Transportation and Transit Support grants funded by the Climate Commitment Act.

RECOMMENDED ACTION:

Hold public hearing regarding the service proposal.

THEN:

Motion to approve continuation of transit service between Lexington-Beacon Hill and Longview (Route 411) through June 30, 2027.

25-00856 Route 411 Rider Survey Results Aug 2025

25-00857 Route 411 Survey Comments Aug 2025

25-00858 Route 411 Customer Comments Aug 2025

25-00859 Route 411 Additional Comments

10. MANAGER'S REPORT

Transit Manager Seeks reported on the WSDOT State meeting and the Hall of Fame Nominees, Operator Linda Schnell and Transit Manager James Seeks.

Mobility Supervisor Daggett reported on the WSDOT Wall of Fame and the articles online, Resource Fair scheduled in Rainier on 9/18/2025, Cowlitz County Reunification Day event, Lexington Back to School event, and mobility travel training.

Paratransit Manager Harmon reported a nice spike in demand response ridership and a continued 16% increase in ridership this year over last year.

11. MISCELLANEOUS

Chair Alexander reported on the Kelso Highlander Festival on 9/13/2025-9/14/2025 with the parade being on Saturday.

Member Harvey thanked Kelso City Manager Hamilton for sitting in on the meeting.

Member Wallis thanked everyone on the Board and those who made Route 411 come to fruition and all the constituents that took their time to comment on Route 411.

12. **ADJOURNMENT**

Chair Alexander adjourned the meeting at 4:53 pm.

Lisa Alexander, 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		802,998.51	560,318.09	- 551,650.69	8,667.40	811,665.91
1112000 WARRANTS OUTSTANDING		0.00	6,089.06	- 6,089.06	0.00	0.00
1180000 INVESTMENTS		6,407,772.89	23,874.34	- 559.29	23,315.05	6,431,087.94
2131020 ACCOUNTS PAYABLE - AP MODULE		0.00	527,217.06	- 527,217.06	0.00	0.00
2880000 UNRESERVED FUND BALANCE		- 7,285,653.79	0.00	0.00	0.00	- 7,285,653.79
3132100 PUBLIC TRANSPORTATION SYSTEM	8900000 DISTRICT ACTIVITIES	- 3,406,712.05	0.00	- 534,399.30	- 534,399.30	- 3,941,111.35
3611000 INVESTMENT EARNINGS	8900000 DISTRICT ACTIVITIES	- 142,404.54	559.29	- 23,874.34	- 23,315.05	- 165,719.59
3614000 OTHER INTEREST	8900000 DISTRICT ACTIVITIES	- 8,819.65	0.00	- 1,485.16	- 1,485.16	- 10,304.81
3619000 FMV INVESTMENT EARNINGS	3007800 INTEREST EARNED ON INVESTMENTS	37,205.84	0.00	0.00	0.00	37,205.84
5490010 ELECTION COSTS	8900000 DISTRICT ACTIVITIES	1,337.98	0.00	0.00	0.00	1,337.98
5492000 OTHER	8900000 DISTRICT ACTIVITIES	3,594,274.81	527,217.06	0.00	527,217.06	4,121,491.87
Total		0.00	1,645,274.90	- 1,645,274.90	0.00	0.00

COWLITZ TRANSIT AUTHORITY FUND BALANCES
For Period Ending: August 31, 2025

UPDATED 10/01/2025

	<u>Current Period</u>	<u>Y-T-D</u>
COWLITZ TRANSIT AUTHORITY		
Beginning Balance: January 1, 2024	\$	7,615,880.86
CTA Revenue		
Metro Sales Tax	534,399.30	3,941,111.35
Interest Earnings/Investments	23,315.05	165,719.59
Local Sales Interest	1,485.16	10,304.81
LCC Ridership Agreement		-
Other Miscellaneous Revenue		-
Subtotal	\$ 559,199.51	\$ 4,117,135.75
CTA Expenditures		
City of Longview	521,128.00	4,103,066.00
City of Longview - Audit Services		864.60
Legal Counsel/Notices		1,722.09
Transit Center Security Services		-
Misc. (election costs, etc)		1,337.98
Cowlitz-Wahkiakum Council of Governments Dues		3,786.06
Subtotal	\$ 521,128.00	\$ 4,110,776.73
CTA Ending Balance		\$ 7,622,239.88
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	\$ -	\$ -
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	\$ 11,407.43	\$ 104,122.39
Payments from CTA	\$ 521,128.00	\$ 4,103,066.00
State Pool - Interest	\$ -	\$ 32,958.22
Paratransit Office Space Rental	\$ 981.11	\$ 7,848.88
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	\$ -	\$ 1,649,133.00
Cashier Over-Short / NSF	\$ -	\$ 50.00
Fixed Assets Sale Proceeds	\$ -	\$ -
Insurance Recoveries	\$ -	\$ 151.31
Other Recoveries / Guest Rider	\$ -	\$ -
Capital Asset Gains (Losses)	\$ -	\$ -
Subtotal	\$ 533,516.54	\$ 5,897,315.80
Longview Expenditures		
Subtotal	\$420,703.26	\$4,342,319.46
Longview Ending Balance		\$ 1,661,659.79
Combined CTA & Longview Ending Balance		\$ 9,283,899.67

INVOICE

Date: 10/08/2025
Invoice # 2025-11

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

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

Comments

DESCRIPTION	AMOUNT
Public Transit Services for November, 2025	\$521,128.00
AMOUNT DUE	
\$521,128.00	

REMITTANCE	
Statement #	2025-11
Date	10/08/2025
Amount Due	\$521,128.00
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	1,178	1,429	1,336	1,313				11,897
	31	3,924	3,615	3,872	3,898	3,972	3,665	3,608	3,583	1,254				31,391
	32	2,950	2,785	2,713	3,074	2,803	2,483	2,832	2,746	3,240				25,626
	33	3,182	2,922	3,490	3,382	3,489	3,328	3,066	3,244	3,494				29,597
	44	1,991	1,813	2,037	2,147	2,119	2,191	2,337	2,073	1,952				18,660
	45	7,443	6,975	7,224	7,317	7,343	6,728	6,720	7,056	6,849				63,655
	46	735	677	701	780	762	651	679	747	603				6,335
	57	3,482	3,049	3,423	3,479	3,355	2,838	2,233	2,289	3,236				27,384
	411	446	484	632	645	425	422	524	447	427				4,452
	433								45	44	57			146
511							1,085	1,235	1,254				3,574	
TOTAL		25,566	23,568	25,371	26,078	25,613	23,484	24,558	24,800	23,679	0	0	0	222,717

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
	TOTAL		18,699	21,269	22,521	22,955	23,440	20,672	22,914	23,464	22,807	26,418	23,348	23,003

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

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

YEAR	ROUTE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2021	30		488	936	976	799	891	925	816	815	781	714	704	8,845
	31	2,687	2,270	2,991	3,047	2,765	2,724	2,931	2,628	2,538	2,516	2,440	2,498	32,035
	32	1,461	1,424	1,861	1,980	1,747	1,897	2,038	1,688	1,770	1,905	1,772	1,951	21,494
	33	1,844	1,406	1,940	2,196	2,064	2,289	2,269	2,055	1,973	2,066	2,106	2,021	24,229
	44		553	1,240	1,265	1,108	1,119	1,237	1,236	1,130	1,201	1,176	1,093	12,358
	45	3,763	3,278	4,891	4,803	4,599	4,538	4,940	4,621	4,509	4,349	4,142	4,174	52,607
	46										272	422	369	400
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

RIVERCITIES TRANSIT DAILY RIDERSHIP REPORT

Sep-25

DATE	ROUTE 30	ROUTE 31	ROUTE 32	ROUTE 33	ROUTE 44	ROUTE 45	ROUTE 45B	ROUTE 46	ROUTE 57	ROUTE 411	ROUTE 433	ROUTE 511	TOTAL
1 H													
2	59	178	174	124	100	208	105	33	129	24	2	58	1194
3	68	175	136	115	103	205	137	36	107	28	5	76	1191
4	67	161	126	127	103	162	150	19	119	27	3	63	1127
5	53	169	110	121	114	182	85	21	143	22	1	71	1092
6 S		119	93	127		146			66				551
7													
8	54	182	166	135	75	205	103	30	127	21	1	56	1155
9	65	155	159	141	101	208	99	25	119	22	1	57	1152
10	59	142	120	155	91	179	102	32	128	14	6	66	1094
11	46	130	119	130	81	181	93	29	124	16	1	32	982
12	98	161	150	169	88	164	98	27	156	11	4	35	1161
13 S		106	65	97		142			66				476
14													
15	54	163	131	176	98	173	102	27	140	16	3	63	1146
16	71	176	158	156	98	192	89	41	143	20	5	77	1226
17	66	133	115	138	80	156	86	32	124	11	0	71	1012
18	59	147	130	135	97	181	158	28	127	21	9	74	1166
19	48	116	130	142	78	168	97	29	139	17	1	55	1020
20 S		102	88	127		143			80				540
21													
22	65	173	163	159	95	225	116	32	159	16	2	62	1267
23	71	162	161	150	74	239	143	25	164	27	6	59	1281
24	77	147	136	171	103	170	113	24	163	25	0	48	1177
25	54	146	109	163	117	193	124	34	170	19	1	59	1189
26	57	136	133	139	75	162	107	29	141	24	1	64	1068
27 S		105	73	106		122			79				485
28													
29	66	130	143	141	74	202	123	28	164	19	3	59	1152
30	56	159	152	150	107	206	105	22	159	27	2	49	1194
TOTAL (25)	1313	3673	3240	3494	1952	4514	2335	603	3236	427	57	1254	26098
WEEKDAY TOTAL (21)	1313	3241	2921	3037	1952	3961	2335	603	2945	427	57	1254	24046
SATURDAY/REDUCED DAY TOTAL (4)		432	319	457		553			291				2052
DAILY AVERAGE	63	147	130	140	93	181	111	29	129	20	3	60	1044
WEEKDAY AVERAGE	63	154	139	145	93	189	111	29	140	20	3	60	1145
SATURDAY/REDUCED DAY AVERAGE		108	80	114		138			73				513

Ridership by Hour
9/1/2025 - 9/30/2025

Weekday - Passengers by Hour

Route	630	700	800	900	1000	1100	1200	1300	1400	1500	1600	1700	1800	TOTAL
31	30	275	227	297	341	266	281	303	278	353	228	241	121	3,241
32	59	135	174	251	236	269	234	298	413	304	250	167	131	2,921
33	36	107	236	283	265	234	298	302	336	327	287	207	119	3,037
Route	630	720	820	920	1020	1120	1220	1320	1420	1520	1620	1720	1820	
44	104	85	163	139	196	192	192	187	209	171	137	116	61	1,952
57	106	171	153	189	228	187	199	317	556	268	230	256	85	2,945
Route					1030	1130	1230	1330	1430	1530	1630			
30					190	198	231	199	203	157	135			1,313
Route					1050	1150	1250	1350	1450	1550				
46					87	108	115	93	116	84				603
Route	630	700	730	800	not shown for brevity					1700	1720	1800	1830	
45	66	130	116	154						198	133	108	55	6,296
Route	630	715	815	915		1115	1215		1415	1515	1615	1715		
411	3	40	56	74		58	43		67	36	23	27		427
Route			820			1120			1420		1620		1820	
433			5			18			26		8		0	57
Route	630	730			1000	1047	1200	1300	1400	1447	1630	1730		
511	219	89			106	46	157	143	60	116	155	163		1,254

Saturday - Passengers by Hour

Route	800	900	1000	1100	1200	1300	1400	1500	1600	1700	TOTAL			
31	19	39	39	38	54	66	41	65	30	41	432			
32	12	34	31	40	41	41	36	19	35	30	319			
33	31	41	64	39	55	65	57	44	35	26	457			
Route	820	920	1020	1120	1220	1320	1420	1520	1620	1720				
57	18	26	34	30	18	32	45	40	32	16	291			
Route	800	830	900	930	not shown for brevity					1600	1630	1700	1730	
45	19	17	19	17						37	21	22	19	553

Total Fixed Route

26,098

Average Passengers per Trip
9/1/2025 - 9/30/2025

Weekday

Route	630	700	800	900	1000	1100	1200	1300	1400	1500	1600	1700	1800	Passengers per Revenue Service Hr	Avg daily boardings
31	1.4	13.1	10.8	14.1	16.2	12.7	13.4	14.4	13.2	16.8	10.9	11.5	5.8	12.7	154
32	2.8	6.4	8.3	12.0	11.2	12.8	11.1	14.2	19.7	14.5	11.9	8.0	6.2	11.3	139
33	1.7	5.1	11.2	13.5	12.6	11.1	14.2	14.4	16.0	15.6	13.7	9.9	5.7	11.9	145
Route	630	720	820	920	1020	1120	1220	1320	1420	1520	1620	1720	1820		
44	5.0	4.0	7.8	6.6	9.3	9.1	9.1	8.9	10.0	8.1	6.5	5.5	2.9	7.5	93
57	5.0	8.1	7.3	9.0	10.9	8.9	9.5	15.1	26.5	12.8	11.0	12.2	4.0	11.3	140
Route					1030	1130	1230	1330	1430	1530	1630				
30					9.0	9.4	11.0	9.5	9.7	7.5	6.4			9.2	63
Route					1050	1150	1250	1350	1450	1550					
46					4.1	5.1	5.5	4.4	5.5	4.0				4.9	29
Route	630	700	730	800	not shown for brevity					1700	1720	1800	1830		
45	3.1	6.2	5.5	7.3						9.4	6.3	5.1	2.6	15.0	300
Route	630	715	815	915	1115		1215	1415		1515	1615	1715			
411	0.1	1.9	2.7	3.5	2.8		2.0	3.2		1.7	1.1	1.3		2.4	20
Route			820	1120		1420		1620		1820					
433			0.2	0.9		1.2		0.4		0.0				1.2	3
Route	630	730	1000		1047	1200	1300	1400	1447	1630	1730				
511	10.4	4.2	5.0		2.2	7.5	6.8	2.9	5.5	7.4	7.8			6.7	60

Saturday

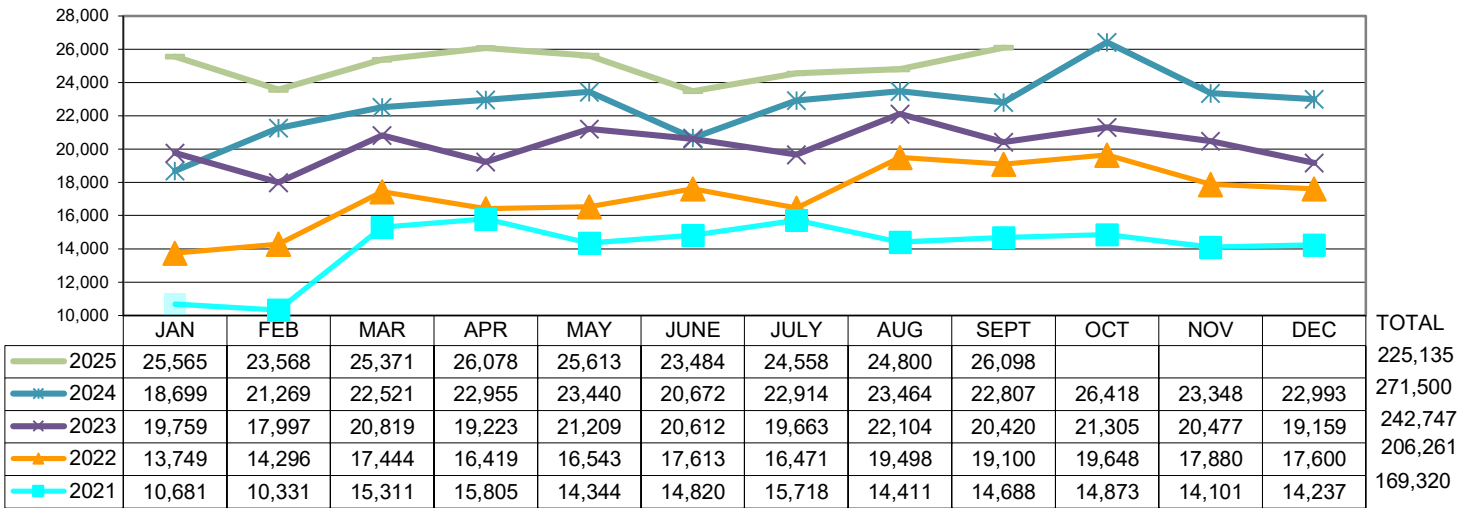
Route	800	900	1000	1100	1200	1300	1400	1500	1600	1700	Passengers per Revenue Service Hr	Avg daily boardings
31	4.8	9.8	9.8	9.5	13.5	16.5	10.3	16.3	7.5	10.3	11.1	108
32	3.0	8.5	7.8	10.0	10.3	10.3	9.0	4.8	8.8	7.5	8.2	80
33	7.8	10.3	16.0	9.8	13.8	16.3	14.3	11.0	8.8	6.5	11.7	114
Route	820	920	1020	1120	1220	1320	1420	1520	1620	1720		
57	4.5	6.5	8.5	7.5	4.5	8.0	11.3	10.0	8.0	4.0	7.5	73
Route	800	830	900	not shown for brevity			1600	1630	1700	1730		
45	4.8	4.3	4.8				9.3	5.3	5.5	4.8	13.9	138

System Productivity

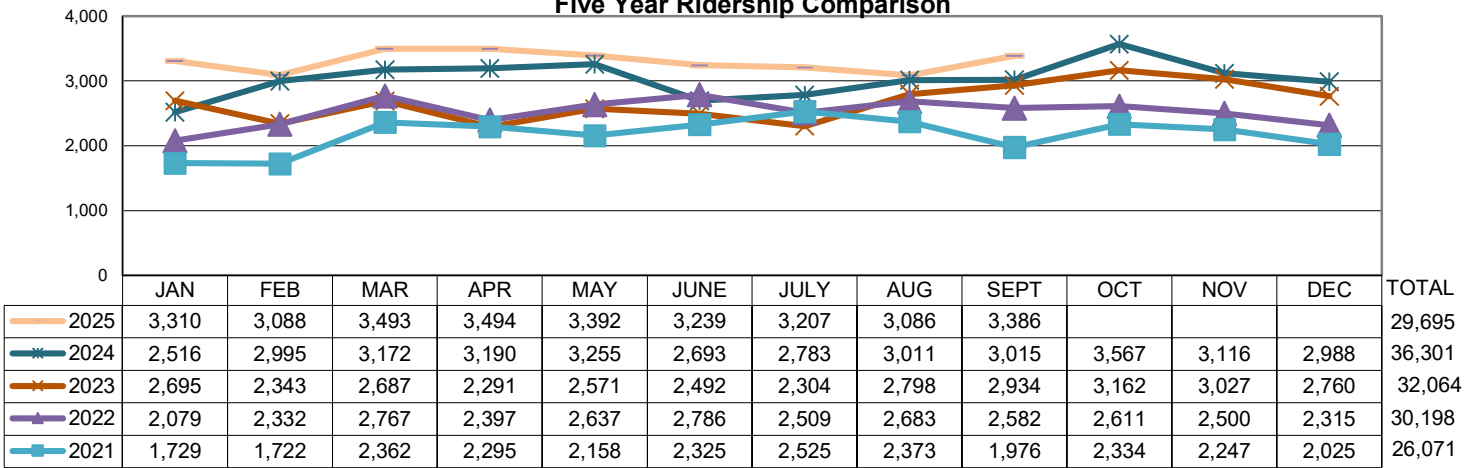
10.1

Date	Total Psgrs	Demand Response Client Trips	Number of Attends	Number of Guests	Delivered AMB Psgrs	Delivered W/C Psgrs	% W/C Psgrs Delivered	Psgrs Rev Hour	CXLS	No Shows
9/2/2025	97	83	14	0	67	16	19.28%	1.95	17	1
9/3/2025	157	130	25	2	89	41	31.54%	2.46	0	0
9/4/2025	140	116	24	0	86	30	25.86%	2.17	10	6
9/5/2025	111	95	16	0	64	31	32.63%	2.18	4	3
9/6/2025	105	79	26	0	54	25	31.65%	2.92	14	2
9/8/2025	97	82	13	2	67	15	18.29%	2.10	6	4
9/9/2025	164	131	33	0	101	30	22.90%	2.81	16	8
9/10/2025	172	146	25	1	109	37	25.34%	2.42	3	4
9/11/2025	178	150	28	0	102	48	32.00%	2.62	5	1
9/12/2025	136	109	27	0	87	22	20.18%	2.28	7	2
9/13/2025	109	85	24	0	62	23	27.06%	3.00	4	2
9/15/2025	102	91	11	0	71	20	21.98%	2.70	7	2
9/16/2025	177	149	28	0	110	39	26.17%	2.76	10	4
9/17/2025	169	138	31	0	97	41	29.71%	2.50	17	0
9/18/2025	152	123	29	0	89	34	27.64%	2.37	11	5
9/19/2025	133	107	26	0	69	38	35.51%	2.27	18	4
9/20/2025	121	91	30	0	54	37	40.66%	3.12	1	1
9/22/2025	92	78	14	0	63	15	19.23%	2.53	9	2
9/23/2025	188	152	34	2	111	41	26.97%	2.79	7	1
9/24/2025	145	129	16	0	98	31	24.03%	2.37	11	5
9/25/2025	160	128	32	0	89	39	30.47%	2.42	15	5
9/26/2025	113	92	21	0	76	16	17.39%	2.20	6	3
9/27/2025	98	72	26	0	51	21	29.17%	3.32	4	1
9/29/2025	107	95	10	2	77	18	18.95%	2.35	12	8
9/30/2025	163	136	25	2	97	39	28.68%	2.53	19	7
	3386	2787	588	11	2040	747	26.80%	2.50	233	81

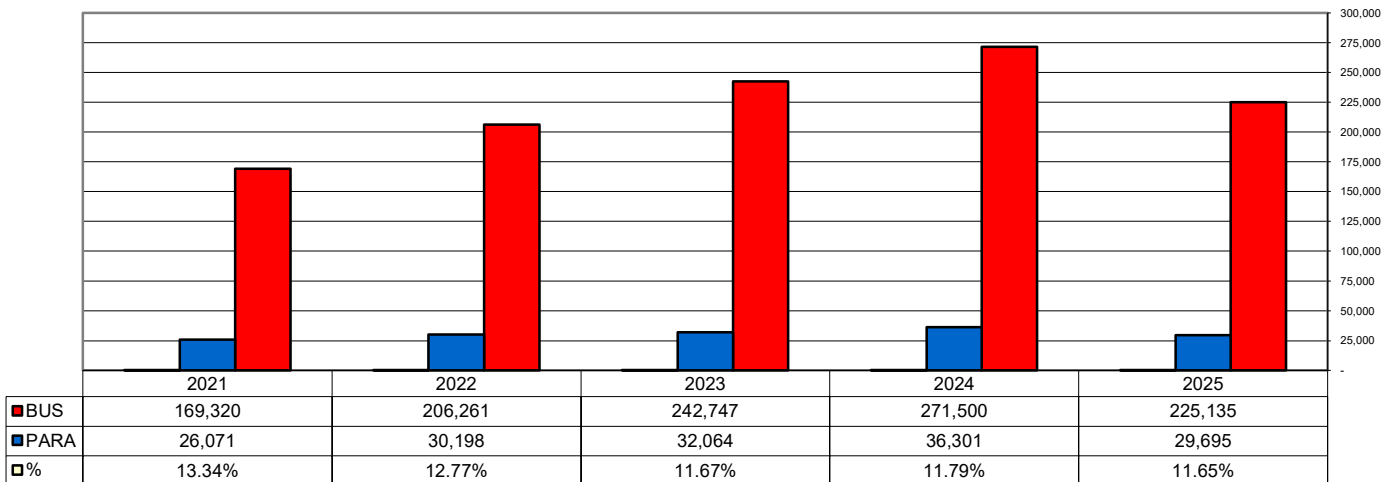
RiverCities Transit Fixed Route Five Year Ridership Comparison



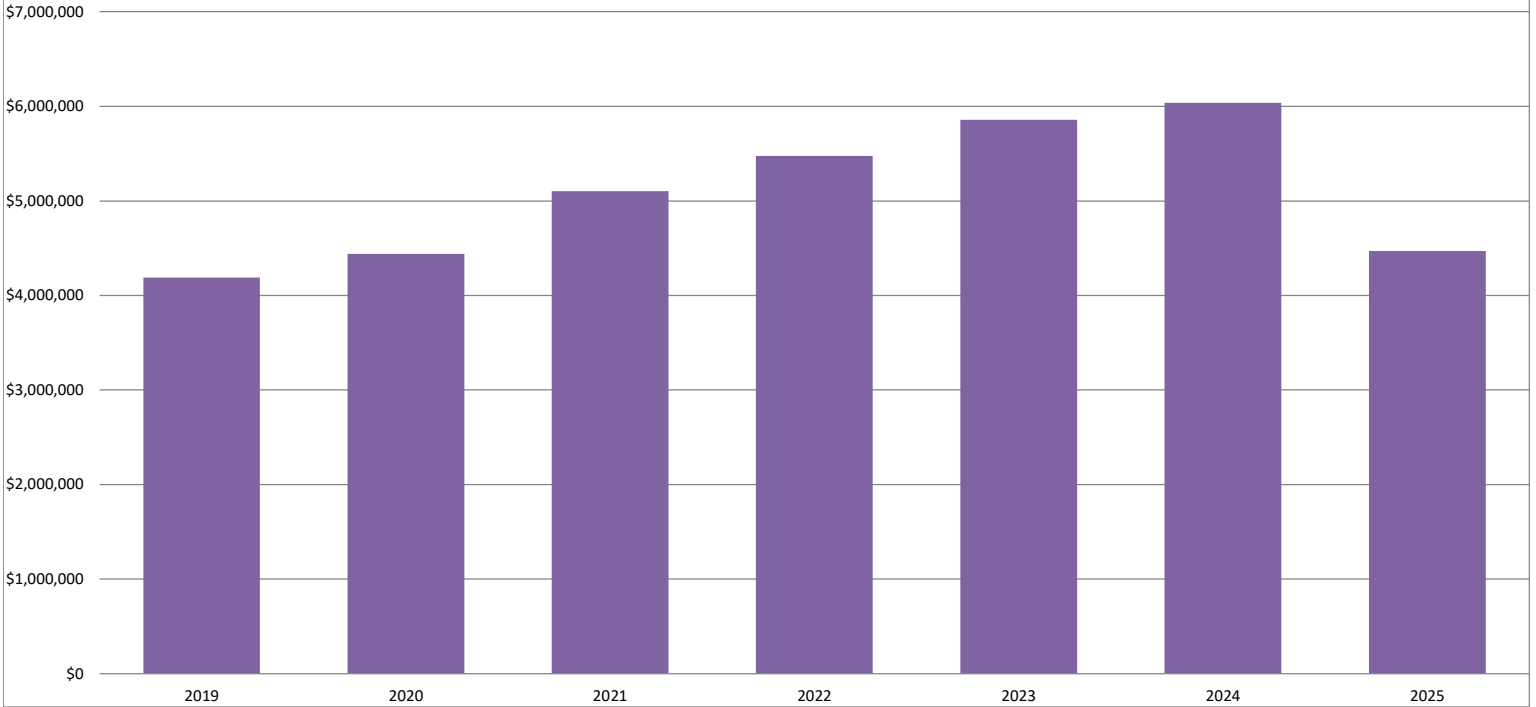
RiverCities Transit Paratransit Five Year Ridership Comparison



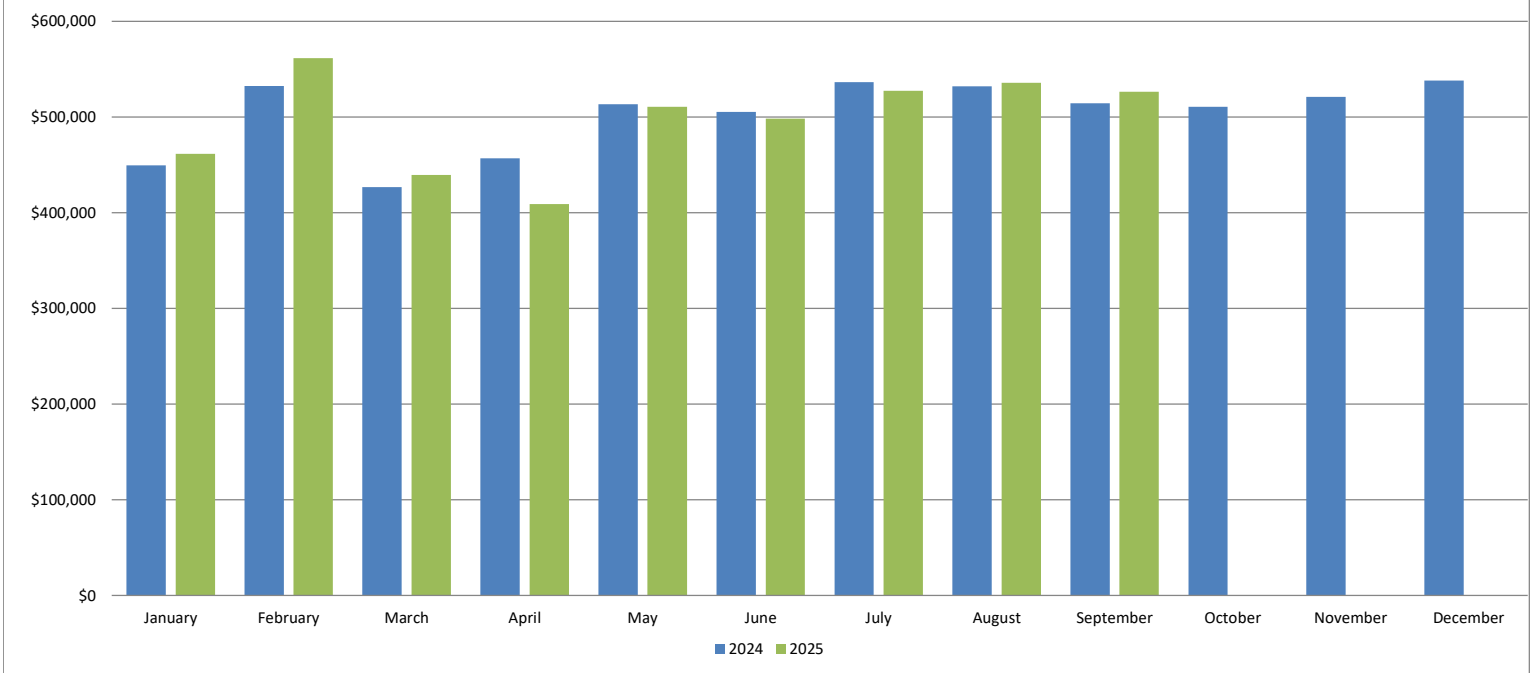
Comparison of Ridership Bus and Paratransit Ridership



Cowlitz Public Transit Benefit Area Sales Tax Revenue



Cowlitz PTBA Sales Tax Revenue 2025 vs 2024





Cowlitz Transit Authority Agenda Summary

LOCAL MATCHING FUNDS FOR FY 2021 FEDERAL TRANSIT ADMINISTRATION OPERATING GRANTS

SUMMARY STATEMENT:

The City of Longview is the Designated Federal Recipient of public transit funds. The City of Longview, on behalf of Cowlitz Transit Authority, is applying for two FY 2021 Section 5307 Federal Transit Administration Formula Grants. One grant will use the direct allocation to City of Longview of \$1,272,547 for the operation of transit service in Cowlitz County in 2026. The second grant represents the \$48,522 transferred from Oregon Department of Transportation to provide our service to Rainier, Oregon during 2026.

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 application requires documentation of local financial commitment and support. Staff is requesting the CTA adopt a resolution allocating local matching funds for the grant.

FINANCIAL SUMMARY:

Both grants require a 50:50 match of local funds, for a total of \$1,321,069. RiverCities Transit will submit a request to City of Rainier for \$10,000 to be included in their FY 2026-2027 budget for support of the Rainier service, reducing the final CTA commitment accordingly. 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 2025-02.

RESOLUTION NO. 2025-02

A RESOLUTION OF THE COWLITZ TRANSIT AUTHORITY TO APPROVE MATCHING FUNDS FOR THE FY 2021 FEDERAL TRANSIT ADMINISTRATION SECTION 5307 GRANT PROGRAM FOR TRANSIT OPERATIONS IN COWLITZ COUNTY, WASHINGTON AND TO CITY OF RAINIER, OREGON

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 \$1,272,547 from the Federal Transit Administration FY 2021 Section 5307 Formula Grant program for the operation of transit service in Cowlitz County, Washington; and

WHEREAS, the City of Longview; in cooperation with the Cowlitz Transit Authority, intends to apply for \$48,522 from the Federal Transit Administration FY 2021 Section 5307 Formula Grant program transferred from the Oregon Department of Transportation for transit service to the City of Rainier, Oregon; and

WHEREAS, the award for the Section 5307 Grant has an estimated local matching funds requirement of \$1,272,547; and

WHEREAS, the award for Section 5307 Grant transferred from Oregon Department of Transportation has an estimated local matching funds requirement of \$48,522; 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 \$1,321,069 to match the FY 2021 Federal Transit Administration Section 5307 Formula Grants, if awarded, to be used by the City of Longview to provide transit services in Cowlitz County, Washington and to the City of Rainier, Oregon.

PASSED by the Cowlitz Transit Authority in regular session and approved this 8th day of October, 2025.

SIGNED:

ATTEST:

Lisa Alexander, Chair

Tara Hargrave, Clerk of the Board



Cowlitz Transit Authority Agenda Summary

LOCAL MATCHING FUNDS FOR FY 2023 FEDERAL TRANSIT ADMINISTRATION BUS AND BUS FACILITIES GRANT

SUMMARY STATEMENT:

The City of Longview is the Designated Federal Recipient of public transit funds. The City of Longview, on behalf of Cowlitz Transit Authority, is applying for the FY 2023 Section 5339(a) Federal Transit Administration Bus and Bus Facilities Grant to purchase one (1) replacement transit facility truck and one (1) transit staff vehicle to replace vehicles that are well past their useful life of 8 years.

This project supports the goals of the Transit Enhancement Plan and is supported in the regional long range transportation plan. To demonstrate local support for the project, the application requires documentation of local financial commitment and support. Staff is requesting the CTA adopt a resolution allocating local matching funds for the grant. It is anticipated that these vehicles will be delivered and paid for in 2026.

FINANCIAL SUMMARY:

The grant allocation is for \$107,791 and requires a 20% local match; therefore, the estimated match funds requested of the CTA is \$26,948. If the cost of the vehicles and related equipment is less than the total of \$134,739, the remaining funds will be combined with a FY 2024 Section 5339(a) allocation in a grant application for bus stop amenities and/or replacement vehicles. 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 2025-03.

RESOLUTION NO. 2025-03

A RESOLUTION OF THE COWLITZ TRANSIT AUTHORITY TO APPROVE MATCHING FUNDS FOR A FY 2023 FEDERAL TRANSIT ADMINISTRATION SECTION 5339 GRANT FOR THE REPLACEMENT OF ONE TRANSIT FACILITY TRUCK AND ONE STAFF VEHICLE

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 \$107,791 from the Federal Transit Administration FY 2023 Section 5339(a) Bus & Bus Facilities Grant program for the replacement of one (1) transit facility truck and one (1) transit staff vehicle; and

WHEREAS, the award for the Section 5339 Grant has an estimated local matching funds requirement of \$26,948; 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 \$26,948 to match the FY 2023 Federal Transit Administration Section 5339(a) Bus & Bus Facility Grant, if awarded, to be used by the City of Longview to procure one (1) replacement transit facility truck and one (1) replacement transit staff vehicle.

PASSED by the Cowlitz Transit Authority in regular session and approved this 8th day of October, 2025.

SIGNED:

ATTEST:

Lisa Alexander, Chair

Tara Hargrave, Clerk of the Board

Cowlitz Transit Authority



Agenda Summary

ESTABLISH PUBLIC HEARING FOR 2026 CTA Budget

SUMMARY STATEMENT:

The Cowlitz Transit Authority bylaws state that the CTA is to hold a public hearing to specifically solicit public comment on the annual budget.

RECOMMENDED ACTION:

Establish a public hearing to be held at the November 12, 2025 CTA Board Meeting to receive comments on the 2026 annual budget.



Cowlitz Transit Authority Agenda Summary

ROUTE 511 CAPACITY CONCERNS

SUMMARY STATEMENT:

The ridership on certain trips of Route 511 has exceeded the capacity of the current 12-passenger cutaway vehicle to accommodate. This has been compounded by an increase in riders with bicycles wishing to board that exceeds the bike rack.

As the larger cutaways designed to accommodate more riders will not be delivered until next year, staff will discuss the steps being taken now to help mitigate these concerns.

RECOMMENDED ACTION:

No action. Information only.