



# City of Longview

Cowlitz Transit Authority  
Agenda  
RiverCities Transit

## Minutes Cowlitz Transit Authority

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Wednesday, September 9, 2015

4:00 PM

Longview Council Chambers

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### 1. Call To Order

The meeting was called to order by Chair McDaniel at approximately 4:00 pm in the Longview Council Chambers.

### 2. Roll Call

**Present:** 5 - Chairman Todd McDaniel, Mary Jane Melink, Gary Schimmel, Don Jensen and Michael Karnofski

**Excused:** 3 - Rick Roberson, Dennis Weber and Anthony Harris (nonvoting member)

### Staff Present

Amy Asher, City of Longview  
Brad Windler, City of Longview  
Tabitha Hayden, City of Longview

### Others Present

Betsy Despain, Paratransit  
Judy Donovan, CWCOG

### 3. Constituent Comments

None

### 4. Consideration of Minutes for August 12, 2015

On a motion from Melink, seconded by Jensen, the minutes of the regular meeting held on August 12, 2015, were unanimously approved.

### 5. Consent Calendar

On a motion from Melink, seconded by Jensen, the items on the consent calendar were approved. The motion carried unanimously.

August 2015 Annual Ridership

August 2015 Fixed Route Ridership

August 2015 Paratransit Ridership

July 2015 County Treasurer's Report

July 2015 CTA Fund Balance Report

## **6. Consideration of Invoices**

**On a motion from Melink, seconded by Karnofski, all invoices were approved for payment. The motion carried unanimously.**

Invoice - City of Kelso - \$538.50

Invoice - City of Longview - \$280,289.92

Invoice - Columbia Security - \$520.00

Invoice - TCF Architecture - \$1,327.00

## **7. 2015 Veterans Stand Down Free Fare Day**

**On a motion from Jensen, seconded by Melink, the 2015 Veterans Stand Down Free Fare Day was approved. The motion carried unanimously.**

**Melink asked if there was an agency policy for holding free fare day's. Asher responded that there is not an agency policy, however she had started researching them and would bring a policy to the board for approval.**

2015 Veterans Stand Down Free Fare Day

## 8. RouteMatch Demonstration

Asher presented the RiverCities Transit website, RouteMatch and RouteShout. Each of the RiverCities fixed route busses has a GPS and is tracked in realtime as shown on "Where's My Bus". The "Where's My Bus" link is located at the top of the rctransit.org home web page. When you zoom in on the Where's My Bus map all of our fixed route bus stops appear. Hover your mouse over a bus stop, a dialog box pops up and shows you when the next several buses will depart from that stop. The times displayed are calculated in realtime using the bus GPS.

RouteShout is a mobile application operated by RouteMatch that transit users may download to their phone. Riders may pick their favorite routes or stops. RouteShout has the ability to tell you the closest stop to you and give you an idea of when the next bus will depart using your current location.

RouteShout offers a texting feature that allows transit users to text a code from a bus stop sign and RouteShout will respond with the next bus and departure time. Staff is able to view user statistics for the previous months usage of this feature. From August 9 to September 9 RiverCities RouteShout had 279 unique users. 203 people used RouteShout from the Mark Morris bus stop. Staff has yet to promote RouteShout, so use of this feature is largely through word of mouth.

Transit riders may also use Google Trip planner which is accessible from the RiverCities home page. Enter a starting and ending location and it will build a trip for you showing the walk to the closest bus stop where to transfer and the cost of the trip. The schedule explorer will help you plan the trip at different times.

**9. Manager's Report**

Sales tax revenue is up. Year to date we are up 5.3% over last year.

Ridership slightly declined in August (3.8%). This is likely due to the LCC summer break and several major construction detours we had. With our renewed LCC Contract and school starting again this month, we expect to see our ridership go back up this month.

Longview City Council is discussing a stop light at Mark Morris Ct. There have been some discussions about potentially moving that stop. One of the concerns with our current stop is that on occasion the through lane is blocked with the rear of the transit vehicle forcing drivers to the center lane. The other concern we heard is that the bus was blocking the exit from Mark Morris school because the stop was located only 18 feet from the curb. We have extended the yellow curb and moved the stop about 40 feet to the south to avoid these issues. It is our recommendation that the stop not be moved entirely because it is a high ridership stop with Winco, LCC and the high school located nearby. Staff will be compiling some data and photographs for the council to consider during their workshop on the 24th of this month.

Lastly, at our board meeting last month Mr. Cameron gave an update on the need to re-evaluate our facilities master plan study due to a lack of funding. Work has begun with TCF Architecture to look at alternatives and attempt to downsize the original plan to something more attainable.

**10. Adjournment**

Adjournment:

There being no further business to come before the Board, the meeting was adjourned at approximately 4:30 p.m.

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Tabitha Hayden, Clerk of the Authority

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Todd McDaniel, Chairman