



Minutes

Agenda

Cowlitz Transit Authority

*Dennis Weber (Chair), Chet Makinster (Vice Chair),
Larry Alexander, Don Jensen, Jeffrey McAllister,
Anthony Harris (Nonvoting), Jim Hill (Alternate),
Arne Mortensen (Alternate), Mike Wallin (Alternate)*

Wednesday, April 10, 2019

4:00 PM

Longview Council Chambers
1525 Broadway St, Longview

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1. **CALL TO ORDER**

Chairman Weber called the meeting to order at 4:03 p.m.

2. **ROLL CALL**

Present: Member Dennis Weber, Councilmember Chet Makinster, Mayor Don Jensen, Member Jeffrey McAllister

Absent:

Staff Present:

Jeff Cameron, Public Works Director; Amy Asher, Transit Manager; Betsy DeSpain, Paratransit; Elizabeth Halili, Administrative Assistant.

3. **CONSTITUENT COMMENTS**

None at this time.

4. **APPROVAL OF MINUTES**

A motion was made by Jensen, seconded by McAllister, to approve the minutes of March 13, 2019. The motion passed unanimously.

19-00094 March 13, 2019 Minutes

5. **CONSENT CALENDAR**

A motion was made by McAllister, seconded by Makinster, to accept the consent calendar in its entirety. The motion passed unanimously.

19-00095 Invoice - City of Kelso - April \$579.90

19-00096 Invoice - City of Longview - May \$315,928.33

19-00097 Invoice - Columbia Security - April \$621.00

19-00098 2019 February Treasurer's Report

19-00099 2019 February Fund Balance Report

6. REPORTS

19-000100 2019 Annual Fixed Route Ridership

19-000101 2019 March Fixed Route Ridership

19-000102 2019 March LIFT Ridership

19-000103 CTA Ridership Graph

19-000104 PTBA Sales Tax Data

7. PRESENTATION

Colleen Kuhn, Executive Director of the Human Services Council, spoke about the Accessible Transportation Community Initiative and provided a power point presentation showcasing the One Call One Click Resource Center and website.

**19-000105 Accessible Transportation Community Initiative - Colleen Kuhn
One Call Click Resource Presentation - Colleen Kuhn**

8. FACILITIES UPDATE

Asher provided a brief update on the downtown Transit Center project:

*The Transit Center groundbreaking ceremony was cancelled due to scheduling conflicts. A ribbon-cutting ceremony will be scheduled once the building is complete;

*The Transit Center building has been removed and the contractor is mobilizing pile driving equipment and piles. Pile driving is scheduled to start on Wednesday, April 17. The public has been notified.

*An additional \$590,00 in Surface Transportation Block Grant dollars has been received through the COG's MPO grant program and will be applied to the downtown Transit Center project.

9. RESOLUTION NO. 2019-01 BUS AND BUS FACILITIES MATCHING FUNDS COMMITMENT AND LETTER OF SUPPORT

On a motion from Jensen, seconded by Makinster, the Cowlitz Transit Authority approved Resolution 2019-01 authorizing the expenditure of an estimated \$520,000 to match the FY2019 Federal Transit Administration Bus and Bus Facilities Grant, if awarded, to be used by the City of Longview to procure Four (4) replacement heavy-duty coaches and authorizing the Chair to sign a letter of support for the City of Longview 2019 Bus and Bus Facilities Grant application.

19-000117 Approve Letter of Support and Local Matching Funds for FY2019 FTA 5339 Bus and Bus Facilities Grant**10. MANAGER'S REPORT**

*Asher reported on ATU negotiations;

*Annual NTD reporting for 2018 is nearing completion;

*Staff trained and graduated two new drivers. Two drivers have resigned;

*The Office Assistant position has been filled.

*RiverCities Transit will have a bus at the upcoming Earth Day event on 04/20/2019

*Asher will request volunteers from the board at the May meeting to form a subcommittee to investigate the issuing of free/reduced bus passes.

11. ADJOURNMENT

With no further business to discuss, the meeting adjourned at 4:49 p.m.

Elizabeth Halili, Clerk of the Board

Dennis Weber, Chairman

