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, July 10, 2019	**4:00 PM**	**Longview Council Chambers** **1525 Broadway St, Longview**

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1. CALL TO ORDER

Vice Chairman Makinster called the meeting to order at 4:00 p.m.

2. ROLL CALL

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

Staff Present: Jeff Cameron, Public Works Director; Amy Asher, Transit Manager; Betsy Despain, Paratransit; Elizabeth Halili, Board Clerk

3. CONSTITUENT COMMENTS

None at this time.

4. APPROVAL OF MINUTES

A motion was made by McAllister, seconded by Jensen, to approve the minutes of June 12, 2019. The motion passed unanimously.

19-000246 June 12, 2019 Minutes

5. CONSENT CALENDAR

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

19-000247 Invoice - City of Kelso - July 579.90

19-000248 Invoice - City of Longview - August $315,925.33

19-000249 Invoice - Columbia Security - July $621.00

19-000250 2019 May County Treasurer's Report

19-000251 2019 May Fund Balance Report

6. REPORTS

19-000252 2019 Annual Fixed Route Ridership

19-000253 2019 June Fixed Route Ridership

19-000254 2019 June LIFT Ridership

19-000256 CTA Ridership Graph

19-000257 PTBA Sales Tax Data

7. ESTABLISH PUBLIC HEARING FOR 2019-2024 TRANSIT DEVELOPMENT PLAN AND 2018 ANNUAL REPORT

On a motion from Jensen, seconded by McAllister, the Cowlitz Transit Authority approved the establishment of a public hearing for the August 14, 2019 CTA Board meeting to receive citizen input on the 2019-2024 Transit Development Plan and 2018 Annual Report.

19-000259 Establish Public Hearing for 2019-2024 Transit Development Plan and 2018 Annual Report

8. FACILITIES UPDATE

Asher provided a brief update on the downtown Transit Center project and presented current photos of the work site:

- The framing of interior walls and installation of rain drains were completed on the building at the end of June;
- Trusses were placed the first week of July and roof sheeting is currently being installed.

9. MANAGER'S REPORT

Asher gave an update on the activities of the Bus Fare Committee:

- Staff is currently researching options that are in compliance with Federal Transit Administration funding regulations in order to offer shuttles to community events outside of normal operating hours;
- Staff will be drafting a policy to allow staff to issue bus passes for the purposes of Travel Training.

Asher gave an update on the status of the ATU contract negotiations:

- The ATU membership has approved the contract and it will now go to the Longview City Council for approval prior to implementation.

10. ADJOURNMENT

With no further business to discuss, the meeting adjourned at 4:10 p.m.

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Elizabeth Halili, Clerk of the Board Dennis Weber, Chairman