



Minutes Agenda

Cowlitz Transit Authority

*Dennis Weber (Chair), Chet Makinster (Vice Chair),
Lisa Alexander, Jeffrey McAllister,
Anthony Harris (Nonvoting), Nancy Malone (Alternate)
Arne Mortensen (Alternate), Mike Wallin,
MaryAlice Wallis (Alternate)*

Wednesday, August 12, 2020

4:00 PM

Virtual Zoom Meeting

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the Cowlitz Transit Authority will conduct a virtual Zoom meeting on Wednesday, August 12, 2020 at 4:00 p.m.

All members of the public are encouraged to listen in to the meeting and participate via a moderator. For information about Zoom accessibility, please contact the Clerk of the Board's Office at (360) 442-5664.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84282391262>

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: 842 8239 1262

In response to COVID-19 and public health concerns, and in concert with Governor Inslee's emergency proclamation, the meetings of the Cowlitz Transit Authority Board will be viewed as ZOOM virtual online webinars.

1. CALL TO ORDER

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

2. ROLL CALL

Present: Chair Dennis Weber; Vice-Chair Chet Makinster; Member Lisa Alexander; Member Jeffrey McAllister; Member MaryAlice Wallis

Absent: Member Mike Wallin; Member (Alternate) Arne Mortensen; Member (Alternate) Nancy Malone; Member (Non-voting) Anthony Harris

Staff Present: Transit Manager Amy Asher; Transit Supervisor James Seek; Clerk of the Board Elizabeth Halili

Others Present: Paratransit Manager Betsy Despain; CWCOC Ken Pearrow

3. PUBLIC COMMENTS

None

4. CONSIDERATION OF MINUTES FOR JULY 8, 2020 MEETING

A motion was made by McAllister, seconded by Alexander, to approve the minutes of July 8, 2020. The motion carried with all members voting in favor.

20-000342 July 8, 2020 CTA Board Meeting Minutes

5. CONSENT CALENDAR

A motion was made by McAllister, seconded by Alexander, to approve the Consent Calendar in its entirety. The motion carried with all members voting in favor.

20-000323 Invoice - City of Longview - September \$262,763.33

20-000324 Invoice - CWCOC - Apr-Jun (Qtr 4) - LKRATS \$2,739.56

20-000326 2020 June County Treasurer's Report

20-000327 2020 June CTA Fund Balance Report

6. REPORTS

20-000318 2020 Annual Fixed Route Ridership

20-000319 2020 July Monthly Fixed Route Ridership

20-000320 2020 July Monthly LIFT Ridership

20-000321 CTA Ridership Graph

20-000322 PTBA Sales Tax Data 2020 vs 2019

7. PUBLIC HEARING - RIVERCITIES TRANSIT 2020-2025 TRANSIT DEVELOPMENT PLAN AND 2019 ANNUAL REPORT

Presented by Amy Asher

Amy Asher gave a brief statement regarding the RiverCities Transit 2020-2025 Transit Development Plan and 2019 Annual Report:

- The Washington State Department of Transportation is required to develop an annual report that summarizes the status of public transportation systems in the state for the previous calendar year. RiverCities Transit is required to submit this annual report to assist in the development of that statewide plan. The report also serves as a tool to communicate our past accomplishments and future goals for our transit system to the community. It outlines our organizational structure, transportation services, major accomplishments, and proposed future action strategies and a program for funding those strategies.
- The Draft plan was offered for public comment beginning July 31, 2020. Chair Weber submitted written edits for consideration. There were no other comments received during the public comment period.

Chair Weber opened the public hearing to hear comments regarding the RiverCities Transit 2020-2025 Transit Development Plan and 2019 Annual Report at 4:13 p.m. There were no comments. The hearing was closed at 4:14 p.m.

A motion was made by McAllister, seconded by Alexander, to approve the RiverCities Transit 2020-2025 Transit Development Plan and 2019 Annual Report. The motion carried with all members voting in favor.

20-000343 SUMMARY STATEMENT - PUBLIC HEARING - RIVERCITIES TRANSIT 2020-2025 TRANSIT DEVELOPMENT PLAN AND 2019 ANNUAL REPORT

RECOMMENDED ACTION:

Hold public hearing,

THEN:

Motion to approve the RiverCities Transit 2020-2025 Transit Development Plan and 2019 Annual Report

8. MANAGER'S REPORT

Presented by Amy Asher

Amy Asher gave a brief report:

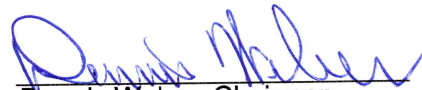
- Bus fares were reinstated, and we returned to full service on August 3, 2020.
- The Transit Center Lobby re-opened on July 27, 2020.
- Bus passes are now being sold five days prior to the first of the month to reduce crowding in the lobby.
- Fixed Route and Paratransit Weekday and Saturday Ridership levels remain low compared to pre-COVID- 19 levels. Paratransit Ridership is increasing.
- Staff will re-evaluate service hours to see if we need to "right-size" our service to the conditions when people are most likely to travel.
- Tabitha Hayden has kept the public informed of fare and service changes through multiple media outlets and press releases. She has also developed a campaign to educate riders about our bus routes and transfer points.
- Asher is currently working with the Longview City Manager and City Finance Department on the Biennial Budget. This will be presented to the board for adoption prior to being brought before the Longview City Council.
- Asher nominated the administrative team of RiverCities Transit consisting of Amy Waters, Michael Richards, Elizabeth Halili, Doreen Daggett, Ben Quam, Tabitha Hayden, and Jim Seeks for the 2020 WSDOT Wall of Fame award. This award honors employees that are doing excellent work in Transit.

Paratransit Manager, Betsy Despain reported that Paratransit Ridership is beginning to increase.

Member Lisa Alexander reported that the Kelso Highlander Parade is scheduled for September 12, 2020, at 11:00 a.m. and provided an update on the route that the parade will take.

9. ADJOURNMENT

With no further business to discuss, Chairman Weber adjourned the meeting at 4:26 p.m.


Elizabeth Halili, Clerk of the Board
Dennis Weber, Chairman