



Minutes

Agenda

Cowlitz Transit Authority

*Dennis Weber (Chair), Lisa Alexander, Mike Wallin,
City of Kelso Primary Position 2 (Vacant),
City of Longview Primary Position 2 (Vacant)
Anthony Harris (Nonvoting),
Arne Mortensen (Alternate), MaryAlice Wallis (Alternate),
City of Kelso Alternate (Vacant),*

Wednesday, February 9, 2022

4:00 PM

Zoom/Hybrid
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 February 9, 2022 at 4:00 p.m. at the Council Chamber, City Hall, 1525 Broadway St, Longview. The meeting is also available by Zoom.

Please click the link below to join the meeting:

<https://us02web.zoom.us/j/88396329493>

Telephone options (you may need to try more than one number if you receive a busy signal):

Dial any of the following numbers:

1 253 215 8782

1 346 248 7799

1 408 638 0968

1 699 900 6833

1 301 715 8592

1 312 626 6799

1 646 876 9923

Webinar ID: 883 9632 9493

For information about Zoom accessibility, please contact the Board Clerk at (360) 442-5663. Longview City Hall is accessible for persons with disabilities. Special equipment to assist the hearing impaired is also available. Please contact the City Executive Offices at (360) 442-5004 at least 48 hours in advance if you require special accommodations to attend the meeting.

Next meeting

Wednesday, March 9, 2022

4:00 p.m. – Regular Board Meeting

1. CALL TO ORDER

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

2. ROLL CALL

Present: Chair Dennis Weber; Member Lisa Alexander; Member Mike Wallin; Member (Alternate) MaryAlice Wallis; Member (Non-Voting) Anthony Harris;

Absent: Member (Alternate) Arne Mortensen, City of Kelso Primary Position 2 (Vacant); City of Longview Primary Position 2 (Vacant); City of Kelso Alternate (Vacant)

Staff Present: James Seek, Transit Manager; Tabitha Hayden, Transit Supervisor (Clerk Pro-Tem); Michael Richards, Transit Supervisor

Others Present: Morrie Christensen, Paratransit Manager; Ken Pearrow, CWCOC

3. PUBIC COMMENTS

None.

4. CONSIDERATION OF MINUTES FOR THE JANUARY 12, 2022 MEETING

A motion was made by Alexander, seconded by Wallis, to approve the minutes of the January 12, 2022, CTA Board meeting as presented. The motion carried with all members voting in favor.

22-00070 January 12, 2022, CTA Board Meeting Minutes - DRAFT

5. CONSENT CALENDAR

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

22-00071 INVOICE - City Of Longview - 2022 03 \$249,701.67

22-00072 INVOICE - Cowlitz County Auditor - 2021 Mailing Costs \$2.44

22-00073 INVOICE - CWCOC - LKRATS Q2 \$1,942.56

22-00074 INVOICE - CWCOC - Mobility Match \$3,000

22-00075 INVOICE - Frank F Randolph - Legal Service \$180

22-00076 December 2021 Cowlitz County Treasurer Report

22-00077 December 2021 CTA Fund Balance Report

6. REPORTS

22-00078 2022 Annual Fixed Route Ridership

22-00079 2022 January Monthly Fixed Route Ridership

22-00080 2022 January Fixed Route Ridership by Hour

22-00081 2022 January Fixed Route Average Passengers per Trip

22-00082 2022 January Monthly LIFT Ridership

22-00083 2022 Five Year Ridership Graph

22-00084 PTBA Sales Tax Data 2021 vs 2020

7. ELECTION OF OFFICERS

Transit Manager James Seeks noted that, although all of the Board members have not been selected by the City of Kelso, Legal counsel has advised the Cowlitz Transit Authority to hold the Election of Officers at the February 9, 2022, Board meeting as instructed in the Bylaws.

On a nomination made by Wallis, seconded by Wallin, Dennis Weber was unanimously re-elected as Chairman. On a nomination made by Wallis, Mike Wallin was unanimously elected Vice-Chairman.

8. COWLITZ TRANSIT AUTHORITY LEGAL CONSULTING SERVICES

A motion was made by Wallis, seconded by Wallin, for the Cowlitz Transit Authority to seek a new agreement with Randolph Law Firm beyond the current term of April 30, 2022, on an "as needed" basis. The motion carried with all members voting in favor.

22-00086 SUMMARY STATEMENT

9. MANAGER'S REPORT

James Seeks gave a brief report:

- Board members will receive their annual bus passes as soon as all vacant member positions have been filled.
- In February, despite several employees being sick with COVID or quarantined due to exposure, transit staff maintained full service.
- The January ATU negotiation meeting was canceled due to a COVID quarantine. Negotiations will resume later in February.
- The State Legislature's Joint Transportation Committee has proposed a new funding package for transportation. One of the funding requirements currently involves transit agencies adopting policies offering zero-fare service to all riders 18 and younger. Mr. Seeks stated that the proposed direct funding support would more than make up the fare difference. In addition, this would be a low barrier for RiverCities Transit, as we have been conducting a free Annual Youth Pass pilot project since 2020.
- Tabitha Hayden and Michael Richards are working with Engineering to develop an RFP for the bus stop improvement project.
- The staff is in the planning stage for the Lexington Service Expansion Project. Seeks stated that he expects to route service past Lexington Elementary.
- Seeks introduced Michael Richards as the new Transit Operations Supervisor. The staff is in the process of hiring his successor to the Transit Facilities and Customer Service Technician position.

Morrie Christensen gave a brief report:

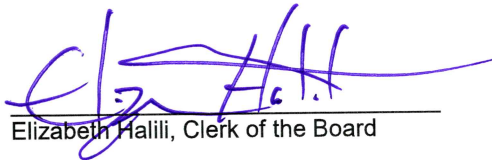
- LIFT Ridership increased in February over that in December 2021 and January 2022. In addition, Paratransit Services recently hired two additional LIFT Operators and a second full-time Dispatcher.

10. **MISCELLANEOUS**

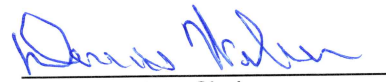
None.

11. **ADJOURNMENT**

With no further business to discuss, Chair Weber adjourned the meeting at 4:19 p.m.



Elizabeth Halili, Clerk of the Board



Dennis Weber, Chairman