



Agenda

Cowlitz Transit Authority

*Dennis Weber (Chair), Mike Wallin (Vice Chair),
Lisa Alexander, Kim LeFebvre, MaryAlice Wallis
Anthony Harris (Nonvoting), Spencer Boudreau (Alternate),
Mike Karnofski (Alternate), Arne Mortensen (Alternate)*

Wednesday, June 8, 2022

4:00 PM

**Longview Council Chambers
1525 Broadway St, Longview
Hybrid Meeting**

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, the Cowlitz Transit Authority will conduct a regular board meeting on **Wednesday June 8, 2022 at 4:00 p.m.** in the Longview City Hall Council Chamber, 1525 Broadway St, Longview, WA. This meeting is also available by Zoom.

Agendas are made available the Friday before the meeting at www.mylongview.com under "Agendas & Minutes".

Zoom meeting link: <https://us02web.zoom.us/j/87361658078>

Telephone options (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: 873 6165 8078

For information about Zoom accessibility, please contact the Clerk's Office at (360) 442-5664. Longview City Hall is accessible for persons with disabilities. Special equipment to assist the hearing impaired is also available. Please contact the Clerk's Office at (360) 442-5664 at least forty-eight (48) hours in advance if you require special accommodations to attend the meeting.

Written comments may be submitted up to forty-eight (48) hours in advance via email at customerservice@rctransit.org.

Next meeting

Wednesday, July 13, 2022

4:00 p.m. – Regular Board Meeting

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PUBLIC COMMENTS**
4. **CONSIDERATION OF MINUTES FOR THE MAY 25, 2022 MEETING**

22-000367 May 25, 2022, CTA Board Meeting Minutes - DRAFT

5. **CONSENT CALENDAR**

22-000368 INV# 2022-07 - City of Longview \$375,401.00

22-000369 2022 April County Treasurer's Report

22-000370 2022 April CTA Fund Balance Report

6. **REPORTS**

22-000371 2022 Annual Fixed Route Ridership - AMENDED

22-000372 2022 May Monthly Fixed Route Ridership - AMENDED

22-000373 2022 May Fixed Route Ridership per Hour

22-000374 2022 May Average Fixed Route Passengers per Trip

22-000375 2022 May Monthly LIFT Ridership

22-000376 2022 Five Year Ridership Graph - AMENDED

22-000377 PTBA Sales Tax Data 2022 vs 2021

7. **PUBLIC HEARING FOR FARE POLICY CHANGE - ZERO FARE FOR 18 AND UNDER**

Presented by James Seeks

22-000378 SUMMARY STATEMENT:

In compliance with the Cowlitz Transit Authority Bylaws, the board is required to hold a public hearing to receive comments regarding any changes in transit fares.

The recently signed Washington State Transportation Resources bill (ESSB 5974), effective July 1, 2022, contains new language providing for a transit support grant program.

To qualify for the transit support grant, transit agencies must, at a minimum:

1. Maintain or increase their current local sales tax authority, and;
2. Have adopted a zero-fare policy for riders 18 years and younger on all modes of service and submit documentation of the policy to the Washington State Department of Transportation by October 1, 2022.

RECOMMENDED ACTION:

Hold a public hearing to receive citizen input on the zero-fare proposal for passengers aged 18 and under;

THEN:

Motion to approve a policy of zero-fare for passengers aged 18 and under with proper identification, effective July 1, 2022.

22-000379 ESSB 5974-S.SL Sec 422

8. **PUBLIC HEARING FOR PROPOSED SERVICE CHANGE**

22-000380 RiverCities Transit - Twin Transit Connection Proposed Service Change Presentation
Presented by James Seeks

22-000381 SUMMARY STATEMENT:

The Cowlitz Transit Authority Bylaws state that the CTA is to hold a public hearing to specifically solicit public comment on any change in transit service routes amounting to a change in excess of 20% of the total distance of any one route.

Staff proposes a service change that fits this definition based on customer feedback and the intercounty transit service proposed by Twin Transit of Lewis County.

RECOMMENDED ACTION:

Hold a public hearing to receive citizen input on the proposed service change;

THEN:

Motion to approve the RiverCities Transit - Twin Transit Connection with the Alternate B routing, contingent on City of Castle Rock approval.

9. **REGIONAL MOBILITY GRANT LETTER OF SUPPORT - TWIN TRANSIT**

Presented by James Seeks

22-000382 SUMMARY STATEMENT:

Request from Twin Transit for Letter of Support

RECOMMENDED ACTION:

Motion to approve issuing a letter of support for Twin Transit with a signature from the CTA Board Chair.

22-000383 Letter of Support for Twin Transit RMG

10. **RESOLUTION NO. 2022-01 GREEN TRANSPORTATION CAPITAL GRANT MATCHING FUNDS COMMITMENT - AMENDMENT**

Presented by James Seeks

22-000388 SUMMARY STATEMENT:

The City of Longview is the Designated State Recipient of public transit funds. The City of Longview, in cooperation with the Cowlitz Transit Authority, is applying for the 2021-2023 Green Transportation Capital Grant – Supplemental to contract with a consultant to develop a Zero-Emission Fleet Transition Plan for RiverCities Transit.

RECOMMENDED ACTION:

Motion to approve Resolution No. 2022-01 in support of the City of Longview Green Transportation Capital Grant application.

22-000389 Resolution No. 2022-01 Green Transportation Capital Grant Matching Funds Commitment

11. ESTABLISH SPECIAL MEETING FOR BOARD COMPOSITION REVIEW*Presented by Tabitha Hayden***22-000384 SUMMARY STATEMENT:**

In accordance with RCW 36.57A.055, public transportation benefit areas are required to conduct a review of the composition of PTBA boards every four years. The last review of the Board composition was performed at a Special Meeting on June 13, 2018.

RECOMMENDED ACTION:

Review RCW 36.57A.055 included in Summary Statement;

THEN:

Motion to establish a Special Meeting for Wednesday, July 13, 2022, at 3:30 p.m., where an elected representative of Cowlitz County and each city within the boundaries of the Public Transportation Benefit Area will be present to review and change the composition of the Cowlitz Transit Authority if a change is deemed appropriate.

NOTE:

Should a quorum not be present, the Special Meeting shall be adjourned and reconvened during a recess of the regularly scheduled Cowlitz Transit Authority Board meeting on July 13, 2022.

22-000385 Notice of Special Meeting - Board Composition Review**12. ESTABLISH PUBLIC HEARING FOR BOARD COMPOSITION REVIEW***Presented by Tabitha Hayden***22-000386 SUMMARY STATEMENT:**

In compliance with Cowlitz Transit Authority's historical precedence, the board has determined that it is appropriate to establish a public hearing to receive citizen input on the Cowlitz Transit Authority board composition review.

RECOMMENDED ACTION:

Motion to establish a public hearing to be held at the July 13, 2022, regular CTA Board Meeting to receive citizen input on the Cowlitz Transit Authority Board composition review.

22-000387 Notice of Public Hearing - Board Composition Review**13. MANAGER'S REPORT***Presented by James Seeks***14. MISCELLANEOUS****15. ADJOURNMENT**



Minutes

Agenda

Cowlitz Transit Authority

*Dennis Weber (Chair), Mike Wallin (Vice Chair),
Lisa Alexander, Kim LeFebvre, MaryAlice Wallis
Anthony Harris (Nonvoting), Spencer Boudreau (Alternate),
Mike Karnofski (Alternate), Arne Mortensen (Alternate)*

Wednesday, May 25, 2022
Resumed from:
Wednesday, May 11, 2022

4:00 PM

Longview Council Chambers
1525 Broadway St, Longview
Hybrid Meeting

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, the Cowlitz Transit Authority will resume the Wednesday May 11, 2022 regular board meeting on **Wednesday May 25, 2022 at 4:00 p.m.** in the Longview City Hall Council Chamber, 1525 Broadway St, Longview, WA. This meeting is also available by Zoom.

Agendas are made available the Friday before the meeting at www.mylongview.com under "Agendas & Minutes".

Zoom meeting link: <https://us02web.zoom.us/j/89286140581>

Telephone options (dial any of the following numbers):

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Written comments may be submitted up to forty-eight (48) hours in advance via email at customerservice@rctransit.org.

Next meeting

Wednesday, June 8, 2022
4:00 p.m. – Regular Board Meeting

1. CALL TO ORDER – RESUME MAY 11, 2022 REGULAR CTA BOARD MEETING

Chair Weber called the meeting to order at 4:01 p.m.

2. ROLL CALL

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

Absent: Member (Alternate) Spencer Boudreau; Member (Alternate) Mike Karnofski; Member (Alternate) Arne Mortensen

Staff Present: James Seek, Transit Manager; Ken Hash, Longview Public Works Director; Tabitha Hayden, Transit Supervisor; Elizabeth Halili, Clerk of the Board

Others Present: Morrie Christensen, Paratransit Manager; Lauren Reid, CWCOG

3. PUBLIC COMMENTS

None.

4. CONSIDERATION OF MINUTES FOR THE APRIL 13, 2022 MEETING

A motion was made by Wallin, seconded by Alexander, to approve the minutes of the April 13, 2022, CTA Board meeting. The motion carried unanimously.

22-000278 April 13, 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. The motion carried unanimously.

22-000279 INV #2022-06 - City of Longview \$375,401.00

22-000280 INV April 1-30, 2022 - Randolph Law Firm \$40.00

22-000281 INV #2022-97 - CWCOG LKRATS Q3 \$1,942.56 - AMENDMENT

22-000282 2022 March County Treasurer's Report

22-000303 2022 March CTA Fund Balance Report

6. REPORTS

22-000283 2022 Annual Fixed Route Ridership

22-000284 2022 April Monthly Fixed Route Ridership

22-000285 2022 April Fixed Route Ridership per Hour

22-000286 2022 April Average Fixed Route Passengers per Trip

22-000287 2022 April Monthly LIFT Ridership

22-000288 2022 Five Year Ridership Graph

22-000289 PTBA Sales Tax Data 2022 vs 2021

7. **ESTABLISH PUBLIC HEARING FOR FARE POLICY CHANGE - ZERO FARE FOR 18 AND UNDER**
Presented by James Seeks

The Board discussed the presentation.

A motion was made by Alexander, seconded by LeFebvre, to establish a public hearing to be held at the June 8, 2022, CTA Board Meeting to receive citizen input on the zero fare proposal for passengers aged 18 and under. The motion carried unanimously.

22-000290 SUMMARY STATEMENT:

In compliance with the Cowlitz Transit Authority Bylaws, the board is required to establish a public hearing to receive comments regarding any changes in transit fares.

RECOMMENDED ACTION:

Motion to establish a public hearing to be held at the June 8, 2022, CTA Board Meeting to receive citizen input on the zero fare proposal for passengers aged 18 and under.

22-000291 ESSB 5974-S.SL Sec 422

22-000292 NOTICE OF PUBLIC HEARING - Proposed Fare Policy Change

8. **ESTABLISH PUBLIC HEARING FOR PROPOSED SERVICE CHANGE**
Presented by James Seeks

The Board discussed the presentation.

A motion was made by LeFebvre, seconded by Wallis, to establish a public hearing to be held at the June 8, 2022, CTA Board Meeting to receive public comment on the proposed service change. The motion carried unanimously.

22-000293 SUMMARY STATEMENT:

The Cowlitz Transit Authority bylaws state that the CTA is to hold a public hearing to specifically solicit public comment on any change in transit service routes amounting to a change in excess of 20% of the total distance of any one route. Staff proposes a service change that fits this definition based on customer feedback and the inter-county transit service proposed by Twin Transit of Lewis County.

RECOMMENDED ACTION:

Establish a public hearing to be held at the June 8, 2022, CTA Board Meeting to receive public comments on the proposed service change.

22-000294 NOTICE OF PUBLIC HEARING - Proposed Service Change

9. **MANAGER'S REPORT**

Transit Manager, James Seeks, gave a brief report:

- Masks are now optional for employees and passengers to wear on buses. Masks continue to be supplied

- onboard buses for those who wish to use them;
- In April, the staff conducted the first all-transit employee safety meetings since the start of the COVID pandemic;
- The staff implemented service between Lexington and Longview on May 2, 2022. Ridership has been light, with an average of 2.5 riders per day. The staff plans to survey riders and TimWa residents and review comments and trip data. This review may result in adjustments to the current route schedule;
- The staff completed the 2022 National Transit Database report;
- The staff responded to a WSDOT virtual site visit and assisted the City of Longview Finance Department in their annual 2021 Washington State Audit;
- The 2022-2024 ATU agreement has been ratified by the union and the City of Longview;

Paratransit Services Manager, Morrie Christensen, gave a brief report:

- Ridership in May increased over April;
- Ridership levels are rising on Saturdays;
- Paratransit Services is hiring drivers.

10. **MISCELLANEOUS**

None.

11. **ADJOURNMENT**

With no further business to discuss, Chair Weber adjourned the meeting at 4:16 p.m.

Elizabeth Halili, Clerk of the Board

Dennis Weber, Chairman

Date: 06/08/2022
Invoice # 2022-07

BILL TO Cowlitz Transit Authority
207 North 4th Avenue
Kelso WA 98626

[illegible]

REMITTANCE	
Statement #	2022-07
Date	06/08/2022
Amount Due	\$375,401.00
Amount Enclosed	

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69701 TRANSIT AUTHORITY**930100 TRANSIT AUTHORITY**

Account Information	BARS Information	Beg Balance	Debits	Credits	Change	End Balance
1111000 CASH		350,985.74	416,693.16	- 387,477.95	29,215.21	380,200.95
1112000 WARRANTS OUTSTANDING		0.00	843.00	- 843.00	0.00	0.00
1180000 INVESTMENTS		6,783,989.69	11,233.95	- 25,258.26	- 14,024.31	6,769,965.38
2131020 ACCOUNTS PAYABLE - AP MODULE		0.00	376,244.00	- 376,244.00	0.00	0.00
2880000 UNRESERVED FUND BALANCE		- 6,691,426.39	0.00	0.00	0.00	- 6,691,426.39
3132100 PUBLIC TRANSPORTATION SYSTEM	8900000 DISTRICT ACTIVITIES	- 1,322,000.02	0.00	- 390,030.50	- 390,030.50	- 1,712,030.52
3611000 INVESTMENT EARNINGS	8900000 DISTRICT ACTIVITIES	- 985.11	0.00	- 1,233.95	- 1,233.95	- 2,219.06
3614000 OTHER INTEREST	8900000 DISTRICT ACTIVITIES	- 493.25	0.00	- 170.45	- 170.45	- 663.70
5492000 OTHER	8900000 DISTRICT ACTIVITIES	879,929.34	376,244.00	0.00	376,244.00	1,256,173.34
Total		0.00	1,181,258.11	- 1,181,258.11	0.00	0.00

COWLITZ TRANSIT AUTHORITY FUND BALANCES
For Period Ending: April 30, 2022

	<u>Current Period</u>	<u>Y-T-D</u>
COWLITZ TRANSIT AUTHORITY		
Beginning Balance: January 1, 2022		\$ 6,691,426.39
CTA Revenue		
Metro Sales Tax	390,030.50	1,712,030.52
Interest Earnings/Investments	1,233.95	2,219.06
Local Sales Interest	170.45	663.70
LCC Ridership Agreement	-	-
Other Miscellaneous Revenue	-	-
Subtotal	\$ 391,434.90	\$ 1,714,913.28
CTA Expenditures		
City of Longview	375,401.00	1,250,205.34
City of Longview - Audit Services	-	2.44
Legal Counsel	-	180.00
Transit Center Security Services	-	-
Subsistence - Meals	-	-
Cowlitz-Wahkiakum Council of Governments Dues	843.00	5,785.56
Subtotal	\$ 376,244.00	\$ 1,256,173.34
CTA Ending Balance		\$ 7,150,166.33

CITY OF LONGVIEW		
Beginning Balance: January 1, 2022		\$ 1,967,740.36
Longview Revenue		
Farebox/Pass Sales	10,904.64	37,416.10
State Pool - Interest	644.90	1,282.40
Payments from CTA	375,401.00	1,250,205.34
Federal Grant Competitive - 5339 - Transit Center	-	-
Federal Grant Competitive- 5339 Replacement Buses	-	-
Federal Grant Competitive- 5307 Flex - Transit Center	-	-
Federal Grant - 5307 Formula- Operating	-	-
Federal Grant - CARES ACT 5307 Formula-Operating	-	-
Federal Grant Competitive- 5310 - Replacement Buses	-	-
Federal Grant Competitive- 5310 Paratransit Operating	-	-
State Special Needs Formula Grant - Paratransit Operating	-	294,128.00
WSTIP Risk Management Grant	-	-
Paratransit Office Space Rental	927.10	3,708.40
Cashier Over-Short / NSF	-	-
Insurance Recoveries	5,499.49	5,499.49
Other Recoveries / Guest Rider	-	-
Miscellaneous Adjustments/Settlements	-	-
Subtotal	\$ 393,377.13	\$ 1,592,239.73
Longview Expenditures		
Subtotal	\$420,581.42	\$1,691,659.82
Longview Ending Balance		\$ 1,868,320.27
Combined CTA & Longview Ending Balance		\$ 9,018,486.60

RIVERCITIES TRANSIT
RIDERSHIP BY THE YEAR

YEAR	ROUTE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2022	30	754	766	954	894	979								4,347
	31	2,258	2,303	3,065	2,931	2,888								13,445
	32	1,861	1,873	2,302	2,128	2,155								10,319
	33	1,991	1,986	2,292	2,311	2,111								10,691
	44	986	1,022	1,350	1,110	1,242								5,710
	45	3,984	4,401	5,169	4,927	4,937								23,418
	46	399	353	452	357	402								1,963
	57	1,516	1,592	1,860	1,761	1,768								8,497
	411					61								61
	TOTAL	13,749	14,296	17,444	16,419	16,543								78,451

YEAR	ROUTE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2021	30		488	936	976	799	891	925	816	815	781	714	704	8,845
	31	2,687	2,270	2,991	3,047	2,765	2,724	2,931	2,628	2,538	2,516	2,440	2,498	32,035
	32	1,461	1,424	1,861	1,980	1,747	1,897	2,038	1,688	1,770	1,905	1,772	1,951	21,494
	33	1,844	1,406	1,940	2,196	2,064	2,289	2,269	2,055	1,973	2,066	2,106	2,021	24,229
	44		553	1,240	1,265	1,108	1,119	1,237	1,236	1,130	1,201	1,176	1,093	12,358
	45	3,763	3,278	4,891	4,803	4,599	4,538	4,940	4,621	4,509	4,349	4,142	4,174	52,607
	46									272	422	369	400	1,463
	57	926	912	1,452	1,538	1,262	1,362	1,378	1,367	1,681	1,625	1,382	1,396	16,281
	TOTAL	10,681	10,331	15,311	15,805	14,344	14,820	15,718	14,411	14,688	14,865	14,101	14,237	169,312

YEAR	ROUTE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2020	30	1,477	1,489	1,290					765	779	962	664	734	8,160
	31	5,084	5,704	4,363	2,970	2,940	3,360	3,303	2,821	2,884	3,204	2,709	3,137	42,479
	32	4,206	4,287	3,023	1,541	1,655	1,991	2,151	2,049	1,988	2,280	1,820	1,883	28,874
	33	4,036	4,030	2,992	1,729	1,864	2,159	2,344	1,948	1,947	2,269	1,827	1,950	29,095
	44	2,043	2,131	1,801					940	1,123	1,148	931	887	11,004
	45	8,461	8,689	6,780	3,991	3,948	4,976	5,354	4,485	4,279	4,835	3,952	4,353	64,103
	57	3,250	3,152	2,274	1,065	973	1,446	1,556	1,424	1,361	1,574	1,117	1,196	20,388
	TOTAL	28,557	29,482	22,523	11,296	11,380	13,932	14,708	14,432	14,361	16,272	13,020	14,140	204,103

YEAR	ROUTE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2019	30											455	1238	1,693
	31	6,989	5,734	5,954	6,350	6,176	5,497	5,975	6,522	5,350	6,332	5,494	4,713	71,086
	32	5,787	4,546	4,727	5,044	5,200	4,091	4,460	4,552	4,221	5,114	4,151	3,625	55,518
	33	3,750	3,582	3,747	3,873	3,896	3,610	3,381	3,586	3,305	3,969	3,655	3,455	43,809
	44	2,410	2,108	2,091	2,294	2,386	2,162	2,113	2,133	1,938	2,356	2,029	2,002	26,022
	45	9,099	8,185	8,759	9,102	9,239	7,596	8,172	8,954	8,261	9,742	8,250	7,504	102,863
	57	3,074	2,821	2,953	3,106	3,222	2,687	2,511	2,578	2,416	2,982	2,878	2,512	33,740
	TOTAL	31,109	26,976	28,231	29,769	30,119	25,643	26,612	28,325	25,491	30,495	26,912	25,049	334,731

YEAR	ROUTE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2018	31	6,300	5,974	7,249	6,861	7,332	7,326	7,219	7,874	6,477	7,537	6,839	6,369	83,357
	32	5,751	5,490	6,064	5,452	5,875	5,304	5,417	5,500	5,047	6,274	5,081	4,720	65,975
	33	3,923	3,780	4,115	4,092	4,375	3,714	3,422	3,790	3,471	4,198	3,451	2,990	45,321
	44	2,940	2,481	3,008	2,621	2,717	2,416	2,413	2,696	1,963	2,415	2,059	2,007	29,736
	45	6,938	6,505	7,962	7,801	7,624	7,557	7,791	8,805	7,517	9,482	8,396	7,881	94,259
	56													
	57	3,472	2,988	3,383	3,346	3,231	2,689	2,733	2,596	2,585	3,088	2,885	2,673	35,669
	TOTAL	29,324	27,218	31,781	30,173	31,154	29,006	28,995	31,261	27,060	32,994	28,711	26,640	354,317

YEAR	ROUTE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2017	31	7,060	6,878	7,628	7,359	8,085	7,477	6,817	7,525	7,082	6,696	6,069	6,471	85,147
	32	5,886	5,998	6,746	6,369	6,284	5,914	5,591	5,915	5,681	5,577	4,921	4,753	69,635
	33	4,164	3,924	4,315	4,350	4,541	3,855	3,741	3,735	3,478	4,129	3,803	3,595	47,630
	44	2,403	2,330	2,552	2,209	2,528	2,435	2,063	2,405	2,221	2,624	2,466	2,474	28,710
	45	8,985	9,478	10,639	9,309	10,115	8,957	8,282	9,010	8,101	7,874	7,907	7,320	105,977
	56	975	985	1,166	1,018	1,194	1,212	907	1,081	994	234			9,766
	57	2,197	2,450	2,620	2,351	2,728	2,384	1,988	2,192	2,530	3,336	3,180	2,998	30,954
	TOTAL	31,670	32,043	35,666	32,965	35,475	32,234	29,389	31,863	30,087	30,470	28,346	27,611	377,819

RIVERCITIES TRANSIT DAILY RIDERSHIP REPORT

May-22

DATE	ROUTE 30	ROUTE 31	ROUTE 32	ROUTE 33	ROUTE 44	ROUTE 45 A	ROUTE 45 B	ROUTE 46	ROUTE 57	ROUTE 411	TOTAL
1											
2	51	111	100	102	65	141	76	12	69	0	727
3	73	173	109	96	33	153	84	21	78	1	821
4	43	164	110	81	69	144	87	29	76	0	803
5	33	104	84	75	66	125	74	18	81	2	662
6	46	132	64	84	58	131	62	17	66	3	663
7 S		117	85	79		143			53	1	478
8											
9	52	106	96	98	60	140	82	16	76	1	727
10	39	130	118	74	52	145	61	22	69	0	710
11	50	145	85	91	57	146	94	19	59	2	748
12	35	105	77	80	50	112	58	27	68	3	615
13	45	91	75	71	49	120	91	15	68	5	630
14 S		98	71	79		145			31	0	424
15											
16	47	130	92	90	70	130	73	18	79	2	731
17	47	113	94	75	56	152	63	11	84	2	697
18	43	124	69	77	55	134	103	18	72	8	703
19	41	94	66	69	65	132	65	21	78	5	636
20	57	88	87	93	61	112	90	11	70	8	677
21 S		104	77	86		131			45	1	444
22											
23	38	134	94	99	75	128	77	32	73	4	754
24	42	103	103	72	46	123	68	16	101	5	679
25	42	116	100	103	57	140	70	20	98	2	748
26	62	92	78	93	65	138	59	26	90	2	705
27	41	117	66	88	85	122	67	15	54	2	657
28 S		89	55	70		140			46		400
29											
30 H											
31	52	108	100	86	48	142	64	18	84	2	704
TOTAL (25)	979	2888	2155	2111	1242	3369	1568	402	1768	61	16543
WEEKDAY TOTAL (21)	979	2480	1867	1797	1242	2810	1568	402	1593	59	14797
SATURDAY/REDUCED DAY TOTAL (4)		408	288	314		559			175	2	1746
DAILY AVERAGE	47	116	86	84	59	135	75	19	71	3	662
WEEKDAY AVERAGE	47	118	89	86	59	134	75	19	76	3	705
SATURDAY/REDUCED DAY AVERAGE		102	72	79		140			44	1	437

Ridership by Hour
5/1/2022 - 5/31/2022

Weekday - Passengers by Hour

Route	630	700	800	900	1000	1100	1200	1300	1400	1500	1600	1700	1800	TOTAL
31	16	121	173	231	226	175	230	283	243	266	203	171	142	2,480
32	17	64	104	152	145	184	147	193	250	253	149	114	95	1,867
33	8	85	143	146	140	186	170	213	205	170	127	118	86	1,797
Route	630	720	820	920	1020	1120	1220	1320	1420	1520	1620	1720	1820	
44	51	102	86	101	116	102	152	134	103	84	91	84	36	1,242
57	50	183	126	127	122	113	107	103	167	164	135	113	83	1,593
Route					1030	1130	1230	1330	1430	1530	1630			
30					108	167	190	135	140	130	109			979
Route						1150	1250	1350	1450	1550				
46						49	63	117	104	69				402
Route	630	700	730	800						1700	1720	1800	1830	
45	110	158	82	154						202	122	86	67	4,378
Route		720	745			1145						1700	1800	
411		5	13			18						19	4	59

Saturday - Passengers by Hour

Route	800	900	1000	1100	1200	1300	1400	1500	1600	1700	
31	22	36	33	50	68	42	39	40	52	26	408
32	7	23	32	28	35	32	42	42	25	22	288
33	18	27	32	43	39	44	37	24	23	27	314
Route	820	920	1020	1120	1220	1320	1420	1520	1620	1720	
57	10	9	10	20	24	24	25	22	21	10	175
Route	800	830	900	930	not shown for brevity			1600	1630	1700	1730
45	24	27	26	18				40	20	26	14
Route			920	945				1500			
411			0	0				2			

Total Fixed Route

16,543

Average Passengers per Trip

5/1/2022 - 5/31/2022

Weekday

Route	630	700	800	900	1000	1100	1200	1300	1400	1500	1600	1700	1800	Passengers per Revenue Service Hr	Avg daily boardings
31	0.8	6.1	8.7	11.6	11.3	8.8	11.5	14.2	12.2	13.3	10.2	8.6	7.1	9.9	124
32	0.9	3.2	5.2	7.6	7.3	9.2	7.4	9.7	12.5	12.7	7.5	5.7	4.8	7.5	93
33	0.4	4.3	7.2	7.3	7.0	9.3	8.5	10.7	10.3	8.5	6.4	5.9	4.3	7.2	90
Route	630	720	820	920	1020	1120	1220	1320	1420	1520	1620	1720	1820		
44	2.6	5.1	4.3	5.1	5.8	5.1	7.6	6.7	5.2	4.2	4.6	4.2	1.8	5.0	62
57	2.5	9.2	6.3	6.4	6.1	5.7	5.4	5.2	8.4	8.2	6.8	5.7	4.2	6.4	80
Route					1030	1130	1230	1330	1430	1530	1630				
30					5.4	8.4	9.5	6.8	7.0	6.5	5.5			35.0	245
Route						1150	1250	1350	1450	1550					
46						2.5	3.2	5.9	5.2	3.5				4.0	20
Route	630	700	730	800	not shown for brevity					1700	1720	1800	1830		
45	5.5	7.9	4.1	7.7						10.1	6.1	4.3	3.4	11.2	219
Route		720	745			1145					1700	1800			
411		0.25	0.65			0.9					0.95	0.2		1.1	3

Saturday

											Passengers per Revenue Service Hr	Avg daily boardings	
Route	800	900	1000	1100	1200	1300	1400	1500	1600	1700			
31	5.5	9.0	8.3	12.5	17.0	10.5	9.8	10.0	13.0	6.5	10.2	102	
32	1.8	5.8	8.0	7.0	8.8	8.0	10.5	10.5	6.3	5.5	7.2	72	
33	4.5	6.8	8.0	10.8	9.8	11.0	9.3	6.0	5.8	6.8	7.9	79	
Route	820	920	1020	1120	1220	1320	1420	1520	1620	1720			
57	2.5	2.3	2.5	5.0	6.0	6.0	6.3	5.5	5.3	2.5	4.5	44	
Route	800	830	900	not shown for brevity			1600	1630	1700	1730			
45	6.0	6.8	6.5				10.0	5.0	6.5	3.5	14.0	140	
Route		920	945					1500					
411		0.0	0.0					0.5				0.4	1

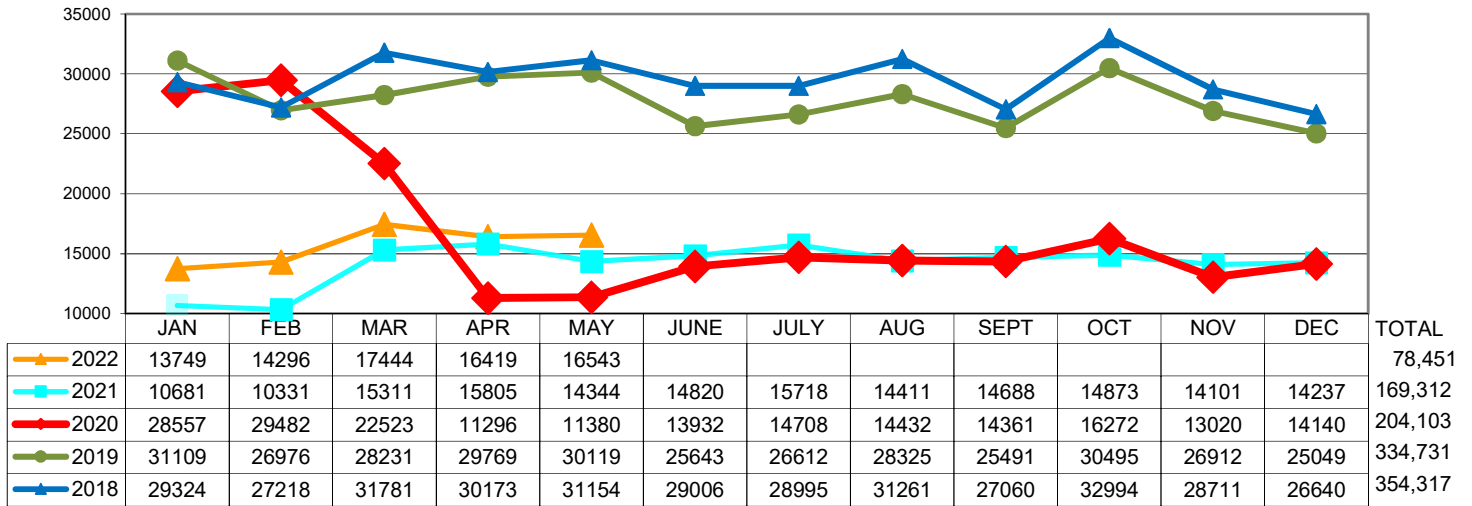
System Productivity

Red Less than 3.0 passengers per hour

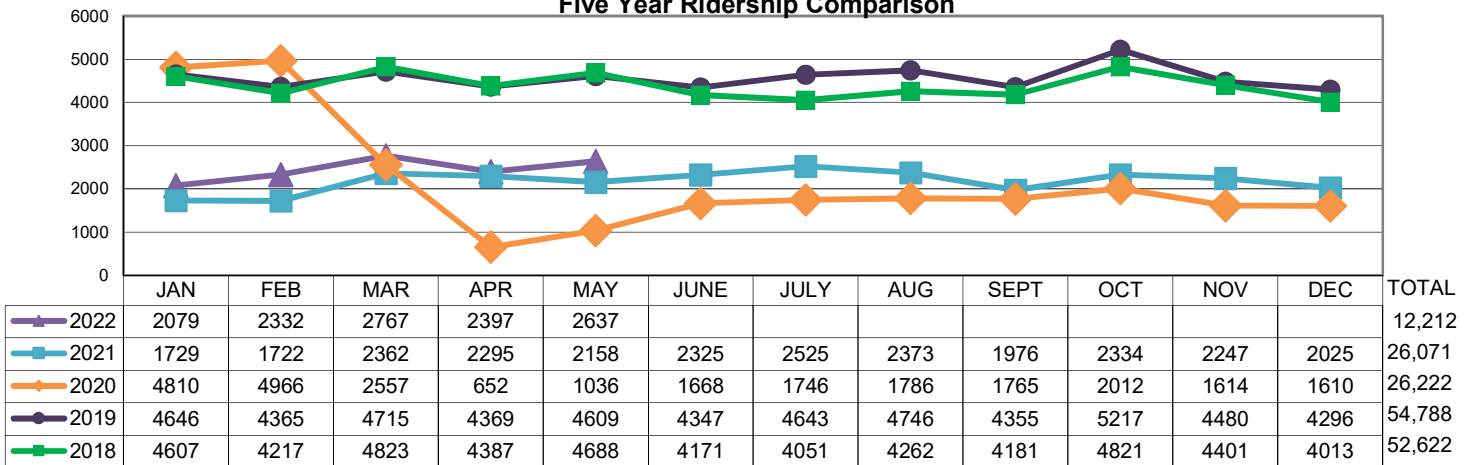
7.7

Date	Total Psgrs	Demand Response Client Trips	Number of Attends	Number of Guests	Delivered AMB Psgrs	Delivered W/C Psgrs	% W/C Psgrs Delivered	Psgrs Rev Hour	CXLS	No Shows
5/2/2022	108	97	11	0	81	16	16.49%	1.94	15	3
5/3/2022	121	103	18	0	76	27	26.21%	1.95	9	2
5/4/2022	92	85	7	0	66	19	22.35%	1.81	10	1
5/5/2022	105	90	15	0	68	22	24.44%	2.14	14	3
5/6/2022	102	86	14	2	55	31	36.05%	1.79	9	3
5/7/2022	83	74	9	0	46	28	37.84%	2.10	5	1
5/9/2022	111	95	14	2	64	31	32.63%	2.03	23	4
5/10/2022	150	120	30	0	77	43	35.83%	2.32	8	3
5/11/2022	127	105	20	2	80	25	23.81%	2.10	13	0
5/12/2022	111	95	14	2	67	28	29.47%	2.07	11	4
5/13/2022	95	85	10	0	61	24	28.24%	2.39	11	4
5/14/2022	64	52	12	0	36	16	30.77%	1.70	13	2
5/16/2022	131	111	14	6	80	31	27.93%	2.42	18	3
5/17/2022	111	98	13	0	72	26	26.53%	2.09	18	1
5/18/2022	102	94	8	0	64	30	31.91%	1.97	12	3
5/19/2022	98	83	13	2	55	28	33.73%	1.82	16	4
5/20/2022	86	81	5	0	42	39	48.15%	1.80	10	10
5/21/2022	77	65	12	0	45	20	30.77%	2.12	13	0
5/23/2022	103	82	15	6	58	24	29.27%	2.30	17	2
5/24/2022	153	124	29	0	90	34	27.42%	2.42	14	2
5/25/2022	121	100	21	0	70	30	30.00%	1.98	10	0
5/26/2022	114	90	20	4	65	25	27.78%	2.23	13	3
5/27/2022	87	77	10	0	56	21	27.27%	1.95	10	0
5/28/2022	66	52	14	0	33	19	36.54%	1.98	8	0
5/31/2022	119	103	16	0	80	23	22.33%	2.04	11	0
	2637	2247	364	26	1587	660	29.75%	2.07	311	58

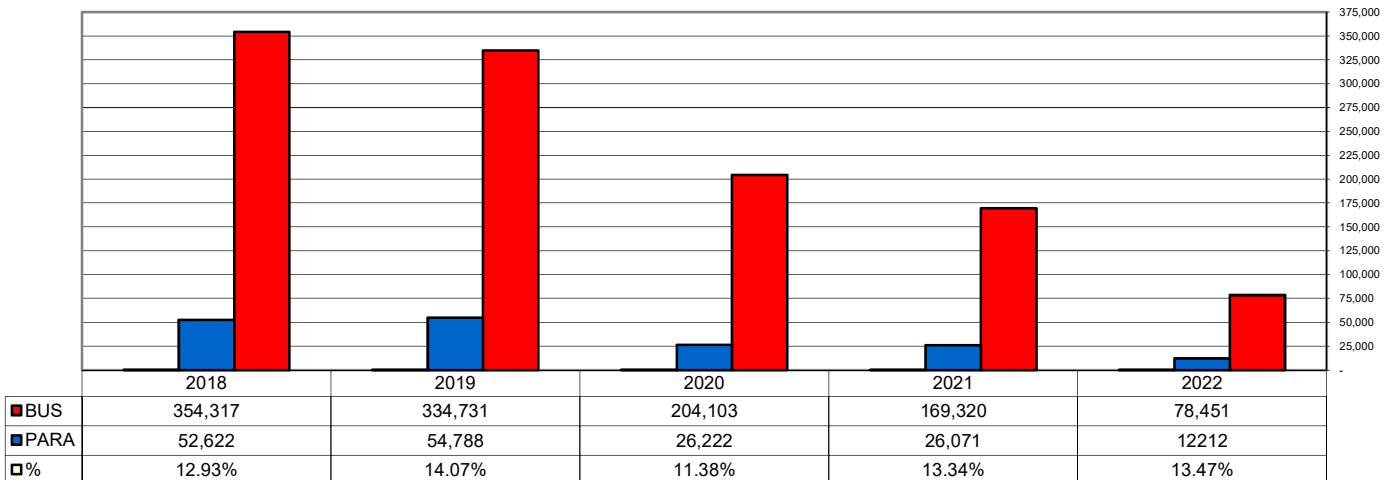
RiverCities Transit Fixed Route Five Year Ridership Comparison

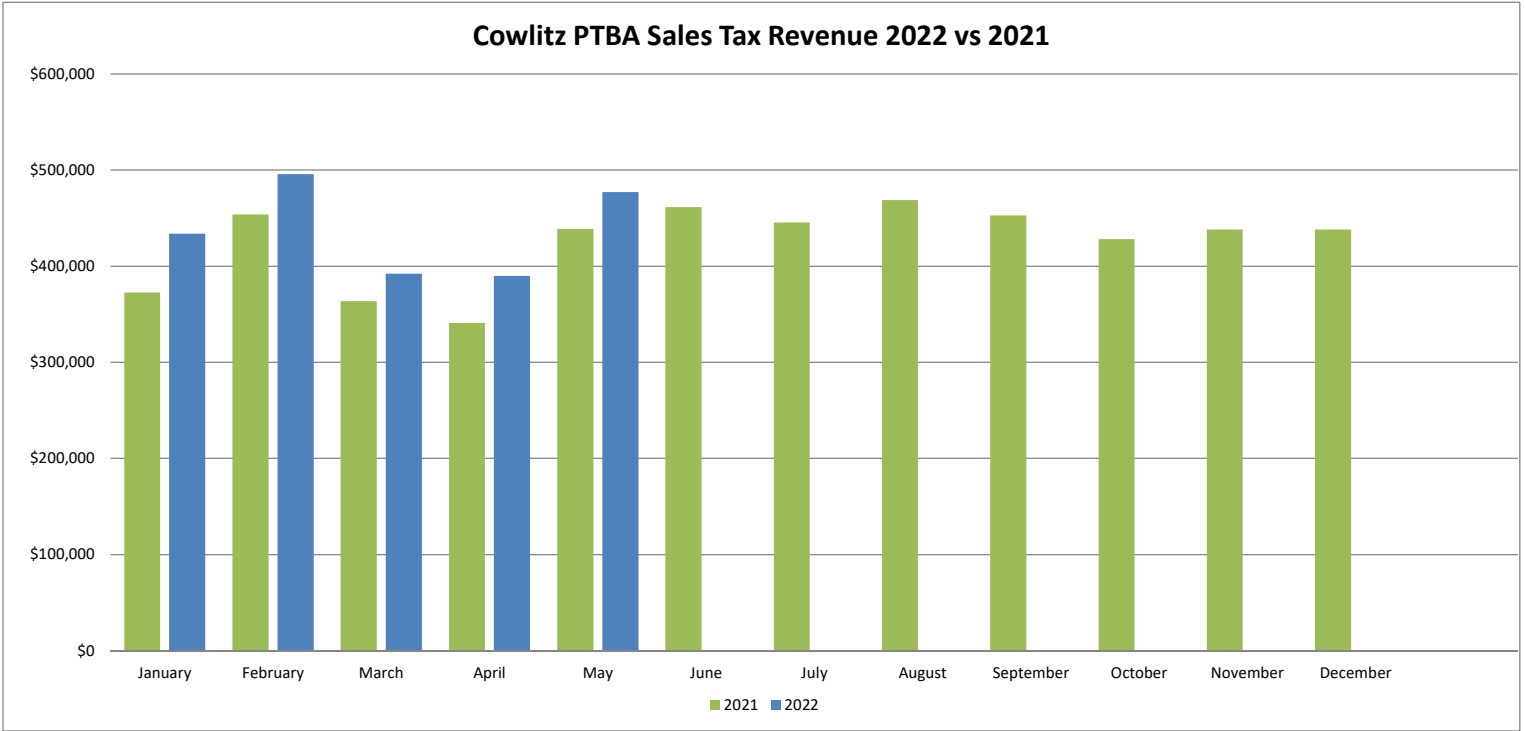
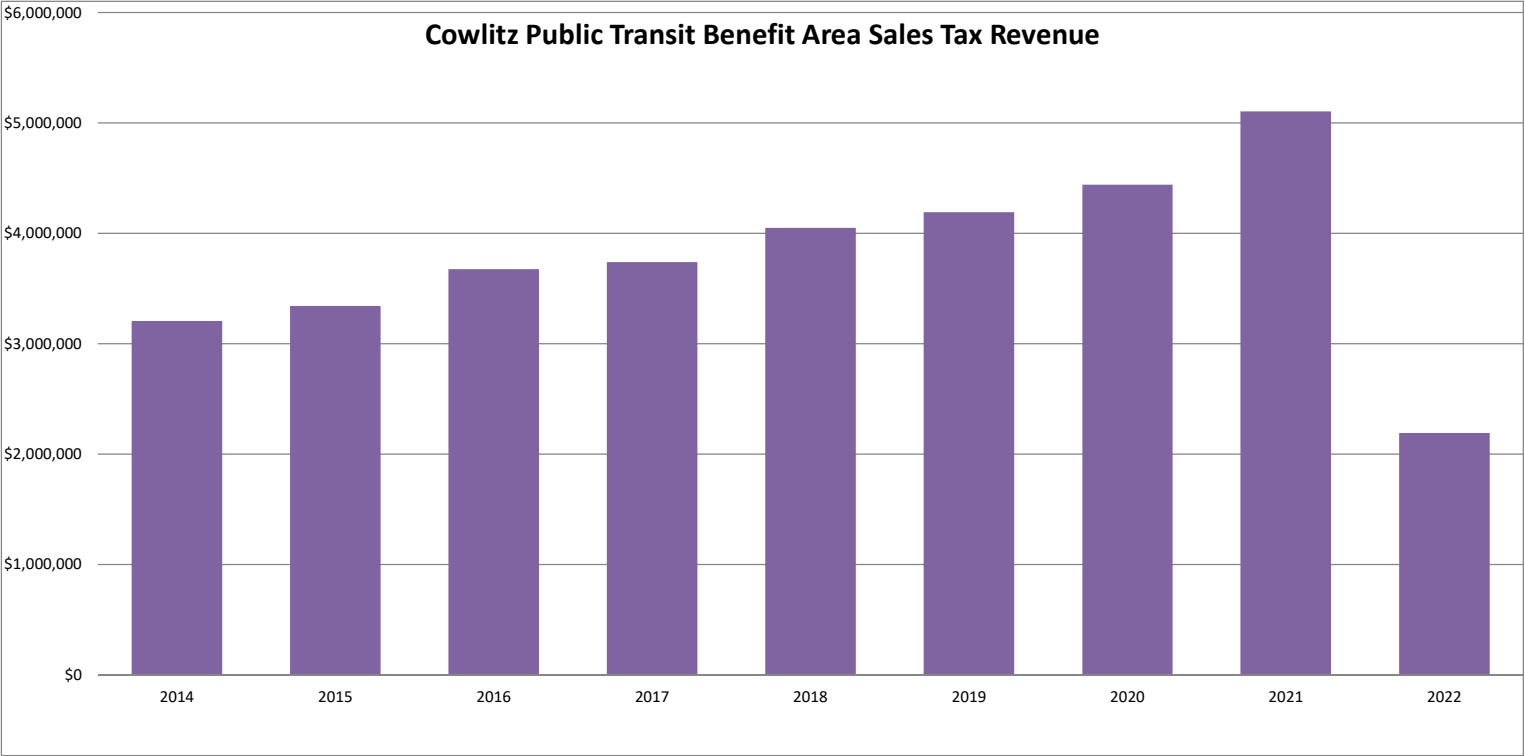


RiverCities Transit Paratransit Five Year Ridership Comparison



Comparison of Ridership Bus and Paratransit Ridership







Cowlitz Transit Authority

Agenda Summary

PUBLIC HEARING FOR FARE POLICY CHANGE: ZERO-FARE FOR AGE 18 AND UNDER

SUMMARY STATEMENT:

In compliance with Cowlitz Transit Authority Bylaws, the board is required to establish a public hearing to receive comments regarding any changes in transit fares.

The recently signed Washington State Transportation Resources bill (ESSB 5974), effective July 1, 2022, contains new language providing for a transit support grant program.

To qualify for the transit support grant, transit agencies must at minimum

- 1) Maintain or increase their current local sales tax authority, and
- 2) Have adopted a zero-fare policy for riders 18 years and younger on all modes of service and submit documentation of the policy to Washington State Department of Transportation by October 1, 2022.

In October 2019, the Cowlitz Transit Authority Board adopted Resolution 19-02, which established a three-year pilot program to provide free annual youth passes to kids aged 6 through 18 years old for use on RiverCities Transit fixed route buses from January 1, 2020, through December 31, 2022.

Although COVID has severely affected ridership, the free annual pass program has been a relative success, with 742 passes issued through May 2022, and 14,638 rides provided from inception through May 31, 2022. Mobility Supervisor Tabitha Hayden expects to issue more in June because she will be providing travel training for two summer programs youth programs.

To receive the transit support grant, the CTA Board will need to extend the program through at least June 2038 and include any individuals aged 6 through 18 who are qualified for LIFT ADA paratransit service. Children aged 5 and under already ride free when accompanied by a fare-paying rider.

To avoid preventing access, we would – similarly to ADA Paratransit identification – accept other transit agency youth passes, as well as other forms of identification, such as ASB cards and driver licenses, for a limited time until the rider can obtain a RCT Youth pass.

This proposed change in transit fare was published for public comment online at www.rcitransit.org, on Facebook, and in paper copy at the Transit Center, Longview and Kelso City Halls, local public libraries, and onboard buses.

BUDGET:

The transit support grant amount received by RiverCities Transit may vary based on statewide ridership data and whether all transit agencies adopt similar policies. However, the current estimated distribution to RiverCities Transit is \$255,514 for the 2022 supplemental budget, and an estimated \$689,000 annually thereafter, depending additionally on State revenues and other factors. The transit support grant may be used for either operations or immediate capital spending.

RECOMMENDED ACTION:

Hold public hearing to receive citizen input on the zero-fare proposal for passengers aged 18 and under.

THEN:

Motion to approve a policy of zero-fare for passengers aged 18 and under with proper identification, effective July 1, 2022.

ATTACHMENT:

Section 422 of ESSB 5974.

1 NEW SECTION. **Sec. 422.** A new section is added to chapter 47.66
2 RCW to read as follows:

3 (1) The department shall establish a transit support grant
4 program for the purpose of providing financial support to transit
5 agencies for operating and capital expenses only. Public transit
6 agencies must maintain or increase their local sales tax authority on
7 or after January 1, 2022, in order to qualify for the grants.

8 (a) Grants for transit agencies must be prorated based on the
9 amount expended for operations in the most recently published report
10 of "Summary of Public Transportation" published by the department.

11 (b) No transit agency may receive more than 35 percent of these
12 distributions.

13 (c) Fuel type may not be a factor in the grant selection process.

14 (2) To be eligible to receive a grant, the transit agency must
15 have adopted, at a minimum, a zero-fare policy that allows passengers
16 18 years of age and younger to ride free of charge on all modes
17 provided by the agency. Transit agencies must submit documentation of
18 a zero-fare policy for 18 years of age and under by October 1, 2022,
19 to be eligible for the 2023-2025 biennium. Transit agencies that
20 submit such fare policy documentation following the October 1, 2022,
21 deadline shall become eligible for the next biennial distribution.

22 (3) The department shall, for the purposes of the "Summary of
23 Public Transportation" report, require grantees to report the number
24 of trips that were taken under this program.

25 (4) For the purposes of this section, "transit agency" or
26 "agency" means a city transit system under RCW 35.58.2721 or chapter
27 35.95A RCW, a county public transportation authority under chapter
28 36.57 RCW, a metropolitan municipal corporation transit system under
29 chapter 36.56 RCW, a public transportation benefit area under chapter
30 36.57A RCW, an unincorporated transportation benefit area under RCW
31 36.57.100, or any special purpose district formed to operate a public
32 transportation system.

33 **Sec. 423.** RCW 46.63.170 and 2020 c 224 s 1 are each amended to
34 read as follows:

35 (1) The use of automated traffic safety cameras for issuance of
36 notices of infraction is subject to the following requirements:

37 (a) Except for proposed locations used solely for the pilot
38 program purposes permitted under subsection (6) of this section, the
39 appropriate local legislative authority must prepare an analysis of

RiverCities Transit – Twin Transit Connection Proposed Service Change

Twin Transit (Centralia-Chehalis) has been providing I-5 Corridor transit service north to Thurston County. They now propose to provide service south along I-5 to Cowlitz County.

Further details about the proposed demonstration project are outlined on the following pages.

This proposed service is expected to start August 15, 2022.



Goals: More Frequent Service, Improved
Connections, Expanded Coverage

Twin Transit – RiverCities Transit Background

- Twin Transit's goals are to re-establish public transportation service between Lewis and Cowlitz Counties, to service growing employment generators along the I-5 corridor, and to develop E-charging stations along the corridor.
- Twin Transit will use current funds to begin the service and will seek a state Regional Mobility Grant. They request CTA's support for their application.
- Currently, Lower Columbia CAP makes two round trips per day between Longview and Castle Rock Park & Ride.
- Customers regularly ask RiverCities Transit staff about more frequent service between RCT and Castle Rock, and to destinations north of Castle Rock.



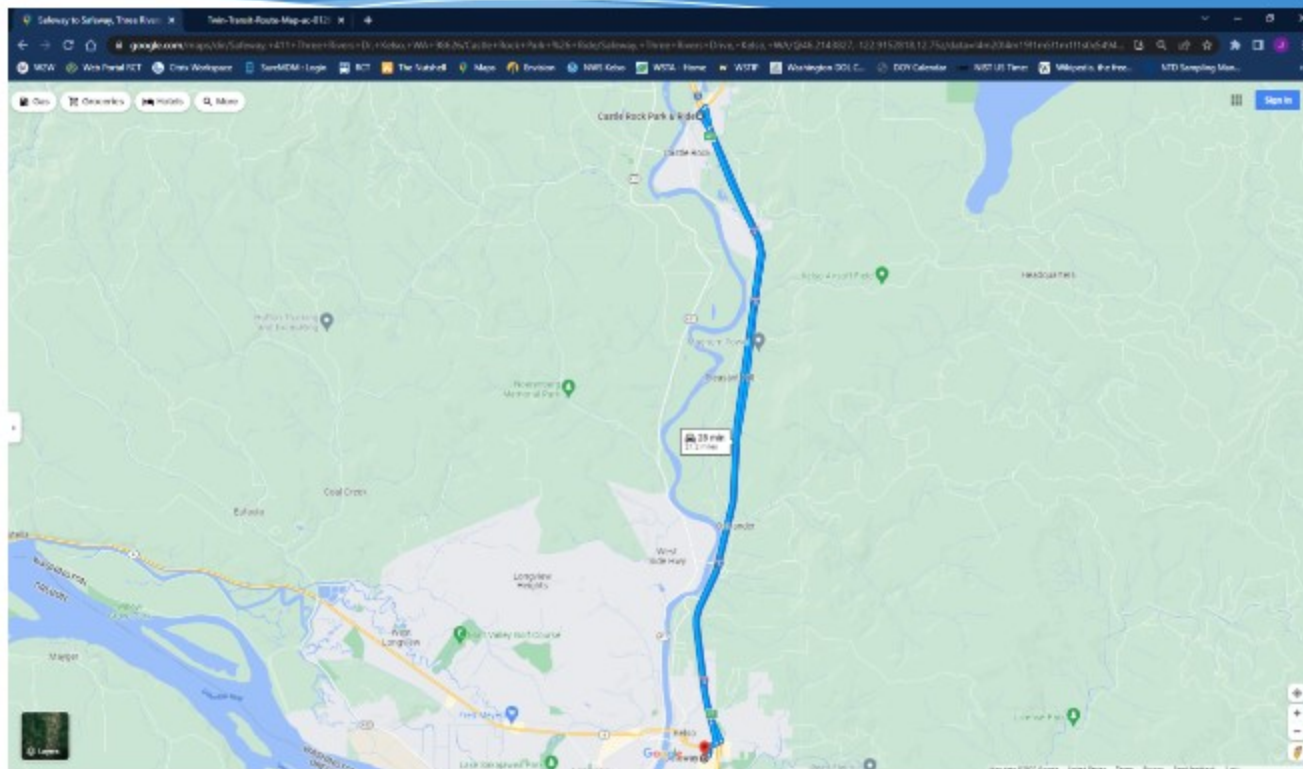
RiverCities Transit Route Alternatives



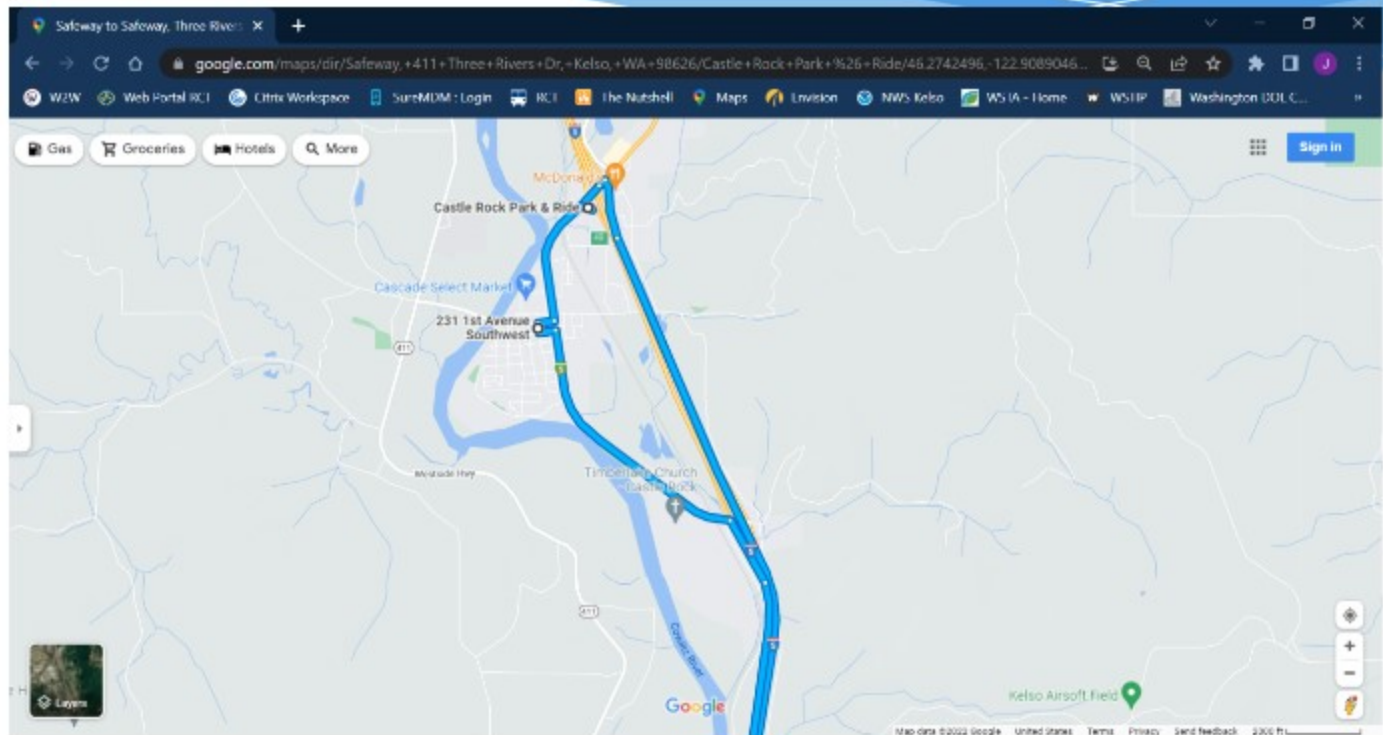
Trips would meet Twin Transit at Castle Rock Park & Ride and Visitor Center Monday – Friday, during the 7 am, 10 am, 2 pm and 5 pm hours.

- Alternative A: Express freeway service north from Three Rivers Safeway & Mall to Castle Rock P&R. Return south to Three Rivers and then back north to Castle Rock P&R (3 one-way express trips – each meet).
- Alternative B: Service north from Three Rivers Safeway & Mall via downtown Castle Rock to the Castle Rock Park & Ride. Express service south to Three Rivers, and back north to Castle Rock Park & Ride. Return south via downtown Castle Rock to Three Rivers Safeway (4 one-way trips – 2 local and 2 express – each meet).

Alternative A – Express Service



Alternative B – Service via downtown Castle Rock



Estimated RCT Expenses and Funding

Estimated expenses for fixed route and ADA paratransit service:

- Alternative A: \$231,500 for two-year project; \$115,750 per year.
- Alternative B: \$308,650 for two-year project; \$154,325 per year.

Funding from combination of Federal ARPA, State transit support grants, and local dollars.



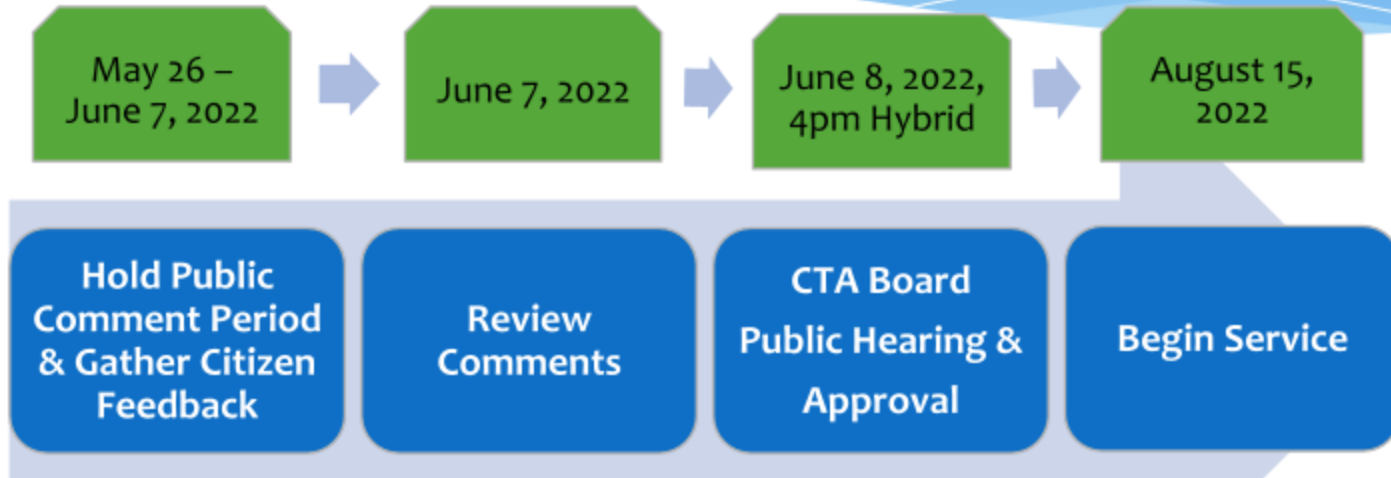
Gathering input

You can provide us with your comments in the following ways:

- . In person at the Transit Center. Our customer service representative will happily record your comments for you;
- . In writing on the provided customer comment forms;
- . By E-mail at customerservice@rctransit.org;
- . By Facebook at RiverCities Transit;
- . Call us at 360-442-5663; or
- . Provide comments at the CTA Board Meeting June 8.



Next Steps



Cowlitz Transit Authority



Agenda Summary

PUBLIC HEARING FOR PROPOSED RIVERCITIES TRANSIT – TWIN TRANSIT CONNECTION

SUMMARY STATEMENT:

The Cowlitz Transit Authority bylaws state that the CTA is to hold a public hearing to specifically solicit public comment on any change in transit service routes amounting to a change in excess of 20% of the total distance of any one route. Staff proposes a service change that fits this definition based on customer feedback and the intercounty transit service proposed by Twin Transit of Lewis County.

A few months ago, RiverCities Transit management began meeting with Twin Transit, the Public Transportation Benefit Area for Chehalis and Centralia, and transportation representatives from Lower Columbia Community Action Program, Cowlitz Indian Tribe, Cowlitz-Wahkiakum Council of Governments, and Washington State Department of Transportation.

Twin Transit's goals include reconnecting the only public transportation gap along I-5 and serving the growing logistics industry developing in Winlock. Twin Transit has already extended fixed route service north along the I-5 corridor to Thurston County and now plans to do likewise to Cowlitz County, beginning August 15, 2022. The four round trips proposed by Twin Transit for each weekday do not link with the twice per day schedule currently serviced by Lower Columbia CAP at the Castle Rock Park & Ride located at Exit 49.

Twin Transit's goals present an opportunity for RiverCities Transit to propose a two-year demonstration project involving our service, which would link the Castle Rock Park & Ride and Visitor Center to Kelso and potentially add a stop in downtown Castle Rock.

Two routing alternatives were developed:

- Alternate A will provide express service between Castle Rock Park & Ride and Three Rivers Mall in Kelso.
- Alternate B will provide a mix of express service plus a stop in each direction in downtown Castle Rock. This will require approval from the City of Castle Rock. If that approval is not forthcoming, Alternate A would be the default service.

If the Cowlitz Transit Authority declines to consider a service change, Twin Transit's initial proposal would have their service continue to the Three Rivers Mall.

Notices of the proposed serve were posted on the buses, social media, on the RCT website and in the Daily News.

Details are provided in the attached presentation.

BUDGET:

The cost of the service change is covered by programmed and budgeted funds.

RECOMMENDED ACTION:

Hold public hearing to receive citizen input on the proposed service change;

THEN:

Motion to approve the RiverCities Transit – Twin Transit Connection with the Alternate B routing, contingent on City of Castle Rock approval.

Attachments:

RiverCities Transit – Twin Transit Connection Proposed Service Change



Cowlitz Transit Authority

Agenda Summary

REQUEST FROM TWIN TRANSIT FOR LETTER OF SUPPORT

SUMMARY STATEMENT:

RiverCities Transit received a request from Twin Transit for a letter supporting their grant application for the Washington State Department of Transportation's Regional Mobility Grant Program. If successful, this grant would continue to provide funding to Twin Transit for their project to provide transportation to communities from Cowlitz County to Thurston County along the I-5 corridor.

BUDGET:

There is no impact to the CTA Budget.

RECOMMENDED ACTION:

Motion to approve issuing a letter of support for Twin Transit with a signature from the CTA Board Chair.



Operated by City of Longview

June 8, 2022

Dear WSDOT Selection Committee:

This letter is to express the Cowlitz Transit Authority and RiverCities Transit's full support of Twin Transit's 2023-2025 Regional Mobility grant application to provide zero-emission express public transit between Centralia and RiverCities Transit in the Kelso/Longview region of Cowlitz County, Washington.

The section of I-5 between exit 49 and exit 101 is known as the broken link. One can ride public transportation from Centralia north and from Longview south, but not between these key points. Twin Transit has fixed a portion of the broken link by providing service from Centralia to Olympia. Providing service from Centralia to Kelso/Longview is the final step in this ambitious project: the Southwest Washington e-Transit Corridor.

Twin Transit is applying for a Regional Mobility Grant to fund operational costs of the second phase of this initiative, providing zero-emission express public transit between Centralia and our RiverCities Transit connection in Kelso, Washington.

The primarily rural section of the I-5 corridor between Centralia and Kelso/Longview passes through several high poverty areas including those marked in the 40% -100% poverty range on WSDOT's community accessibility page. Several of these communities are also 15% - 30% minority areas. The proposed service will provide an essential public transportation service to those living and working in Southwest Washington. This project creates transportation alternatives that naturally encourage system usage.

Twin Transit is partnering with RiverCities Transit and other partners to improve transportation connections. This effort will improve connectivity between Lewis and Cowlitz Counties and reduce transportation delay along this corridor. We believe our communities will be best served by partnering in this effort to fix the broken link.

We wholeheartedly support this application for funding and urge your full and fair consideration of this request.

Sincerely,

Dennis Weber
Board Chair
Cowlitz Transit Authority

Phone 360.442.5663

Fax 360.442.5979

PO Box 128

Longview, WA 98632-7080

www.rctransit.org

Cowlitz Transit Authority



Agenda Summary

APPROVE LOCAL MATCHING FUNDS FOR 2021-2023 GREEN TRANSPORTATION CAPITAL GRANT – SUPPLEMENTAL

SUMMARY STATEMENT:

The City of Longview is the Designated State Recipient of public transit funds. The City of Longview, in cooperation with the Cowlitz Transit Authority, is applying for the 2021-2023 Green Transportation Capital Grant -- Supplemental to contract with a consultant to develop a Zero-Emission Fleet Transition Plan for RiverCities Transit.

This project supports the agency's future applications for capital funding, as both State and Federal grant programs will expect the City of Longview to have a transition plan in place to be eligible for transit grant funds. To demonstrate local support for the project, the application requires documentation of local financial commitment and support. Staff is requesting the CTA approve adoption of a resolution allocating local matching funds for the grant. The consultant will be contracted for, and the plan completed by June 30, 2023, if the grant application is successful.

FINANCIAL SUMMARY:

The estimated cost of the consultant for our size of transit agency is \$25,000. The grant requires a 20% local match; therefore, the estimated match funds requested of the CTA is \$5,000. This project will be included in the next update of the Transit Development Plan and there are adequate funds available in the Cowlitz Transit Authority Budget.

RECOMMENDED ACTION:

Motion to approve Resolution Number 2022-01 in support of the City of Longview Green Transportation Capital Grant application.

RESOLUTION NO. 2022-01

A RESOLUTION OF THE COWLITZ TRANSIT AUTHORITY TO APPROVE MATCHING FUNDS FOR THE GREEN TRANSPORTATION CAPITAL GRANT - SUPPLEMENTAL FOR CONTRACTING A ZERO-EMISSION FLEET TRANSITION PLAN CONSULTANT

WHEREAS, the City of Longview is the Designated State Recipient of public transit funds, and

WHEREAS, the City of Longview, in cooperation with the Cowlitz Transit Authority, intends to apply for a \$20,000 grant from the 2021-2023 Green Transportation Capital Grant Program -- Supplemental to contract with a consultant to develop a Zero-Emission Fleet Transition Plan for our public transit system; and

WHEREAS, the award has an estimated local matching funds requirement of \$5,000; and

WHEREAS, the Interlocal Agreement for Public Transportation Services states “[t]he City of Longview shall provide public transportation services within the area of the Cowlitz Transit Authority including, but not with limitation, the providing of vehicles, vehicle maintenance, vehicle operation, public liability and property damage insurance, supervision, and all labor and services in connection therewith, all in accordance with said Comprehensive Transit Plan and in accordance with public transportation schedules as determined by the Cowlitz Transit Authority”; and

WHEREAS, the Interlocal Agreement for Public Transportation Services states in part “The Cowlitz Transit Authority shall pay to the City of Longview all costs and expenses incurred by it, in consideration for all of the services to be provided by the City of Longview pursuant to this agreement ...”

NOW, THEREFORE, BE IT RESOLVED by the Cowlitz Transit Authority Board that it hereby authorizes expenditure of \$5,000 to match the 2021-2023 Green Transportation Capital Grant -- Supplemental, if awarded, to be used by the City of Longview to contract with a consultant to develop a Zero-Emission Fleet Transition Plan.

PASSED by the Cowlitz Transit Authority in regular session and approved this 8th day of June, 2022.

DENNIS WEBER, CHAIR
Cowlitz Transit Authority

MIKE WALLIN, VICE-CHAIR
Cowlitz Transit Authority

LISA ALEXANDER
Cowlitz Transit Authority

KIM LEFEBVRE
Cowlitz Transit Authority

MARYALICE WALLIS
Cowlitz Transit Authority

ATTEST:

Elizabeth Halili, Clerk of the Board



Cowlitz Transit Authority

Agenda Summary

ESTABLISH SPECIAL MEETING FOR BOARD COMPOSITION REVIEW

SUMMARY STATEMENT:

In accordance with RCW 36.57A.055, public transportation benefit areas are required to conduct a review of the composition of PTBA boards every four years. The last review of the Board composition was performed at a public hearing on June 13, 2018.

RCW 36.57A.055 *After a public transportation benefit area has been in existence for four years, members of the county legislative authority and the elected representative of each city within the boundaries of the public transportation benefit area shall review the composition of the governing body of the benefit area and change the composition of the governing body if the change is deemed appropriate. The review shall be at a meeting of the designated representatives of the component county and cities, and the majority of those present shall constitute a quorum at such meeting. Twenty days notice of the meeting shall be given by the chief administrative officer of the public transportation benefit area authority. After the initial review, a review shall be held every four years.*

If an area having a population greater than fifteen percent, or areas with a combined population of greater than twenty-five percent of the population of the existing public transportation benefit area as constituted at the last review meeting, annex to the public transportation benefit area, or if an area is added under RCW 36.57A.140(2), the representatives of the component county and cities shall meet within ninety days to review and change the composition of the governing body, if the change is deemed appropriate. This meeting is in addition to the regular four-year review meeting and shall be conducted pursuant to the same notice requirement and quorum provisions of the regular review.

RECOMMENDED ACTION:

Review RCW 36.57A.055;

THEN:

Motion to establish a Special Meeting for Wednesday, July 13, 2022, at 3:30 p.m., where an elected representative of Cowlitz County and each city within the boundaries of the Public Transportation Benefit Area will be present to review and change the composition of the Cowlitz Transit Authority if a change is deemed appropriate.

NOTE:

Should a quorum not be present, the Special Meeting shall be adjourned and reconvened during a recess of the regularly scheduled Cowlitz Transit Authority Board meeting on July 13, 2022.

NOTICE OF SPECIAL MEETING

REVIEW OF COWLITZ TRANSIT AUTHORITY BOARD MEMBER COMPOSITION

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that a Special Meeting will be held by the Cowlitz County legislative authority and an elected representative of each city within the boundaries of the Public Transportation Benefit Area (Longview-Kelso) in the Longview City Hall Council Chamber, 1525 Broadway, Longview, Washington on **Wednesday, July 13, 2022, at 3:30 p.m.**

The purpose of this meeting is to review the composition of the governing board of the PTBA in accordance with RCW 36.57A.055. Final disposition shall be taken on no other matter. The meeting is also available by Zoom.

Should a quorum not be present, the Special Meeting shall be adjourned and reconvened during a recess of the regularly scheduled Cowlitz Transit Authority Board meeting on July 13, 2022, at 4:00 p.m. in the Longview Council Chamber, 1525 Broadway, Longview, Washington.

Zoom meeting link: <https://us02web.zoom.us/j/82996102309>

Telephone options (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: 829 9610 2309

The City Hall is accessible for persons with disabilities. Any person interested may attend and be heard on the said matter via a moderator. Special equipment to assist the hearing impaired is also available. Please contact the Clerk's Office at (360) 442-5664 forty-eight (48) hours in advance if you require special accommodations to attend the meeting and information about Zoom accessibility.

DATED at Longview, Washington, this 8th day of June 2022.

Dennis Weber
Chair
Cowlitz Transit Authority

Published: June 21 and June 23, 2022 in the Longview Daily News



Cowlitz Transit Authority

Agenda Summary

ESTABLISH PUBLIC HEARING FOR BOARD COMPOSITION REVIEW

SUMMARY STATEMENT:

In compliance with Cowlitz Transit Authority's historical precedence, the board has determined that it is appropriate to establish a public hearing to receive citizen input on the Cowlitz Transit Authority Board composition review. In accordance with RCW 36.57A.055, public transportation benefit areas are required to conduct a review of the composition of PTBA boards every four years. The last review of the Board composition was performed at a public hearing on June 13, 2018.

RCW 36.57A.055 *After a public transportation benefit area has been in existence for four years, members of the county legislative authority and the elected representative of each city within the boundaries of the public transportation benefit area shall review the composition of the governing body of the benefit area and change the composition of the governing body if the change is deemed appropriate. The review shall be at a meeting of the designated representatives of the component county and cities, and the majority of those present shall constitute a quorum at such meeting. Twenty days notice of the meeting shall be given by the chief administrative officer of the public transportation benefit area authority. After the initial review, a review shall be held every four years.*

If an area having a population greater than fifteen percent, or areas with a combined population of greater than twenty-five percent of the population of the existing public transportation benefit area as constituted at the last review meeting, annex to the public transportation benefit area, or if an area is added under RCW 36.57A.140(2), the representatives of the component county and cities shall meet within ninety days to review and change the composition of the governing body, if the change is deemed appropriate. This meeting is in addition to the regular four-year review meeting and shall be conducted pursuant to the same notice requirement and quorum provisions of the regular review.

RECOMMENDED ACTION:

Motion to establish a public hearing to be held at the July 13, 2022 regular CTA Board Meeting to receive citizen input on the Cowlitz Transit Authority Board composition review.

NOTICE OF PUBLIC HEARING
COWLITZ TRANSIT AUTHORITY

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the Cowlitz Transit Authority will hold a Public Hearing on **Wednesday, July 13, 2022, at 4:00 p.m.** in the Longview City Hall Council Chamber, 1525 Broadway St, Longview, Washington and by Zoom Webinar.

The purpose of the hearing is to receive any comments concerning the review of the composition of the governing board of the Cowlitz transit Authority in accordance with RCW 36.57A.055.

Zoom meeting link: <https://us02web.zoom.us/j/83781963937>

Telephone options (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: 837 8196 3937

The City Hall is accessible for persons with disabilities. Any person interested may attend and be heard on the said matter via a moderator. Special equipment to assist the hearing impaired is also available. Please contact the Clerk's Office at (360) 442-5664 forty-eight (48) hours in advance if you require special accommodations to attend the meeting and for information about Zoom accessibility.

Written comments may be submitted up to forty-eight (48) hours in advance via email at customerservice@rctransit.org.

DATED at Longview, Washington, this 8th day of June 2022.

Dennis Weber
Chair
Cowlitz Transit Authority

Published: June 21 and June 28, 2022 in the Longview Daily News