



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):

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: 892 8614 0581

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, 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:

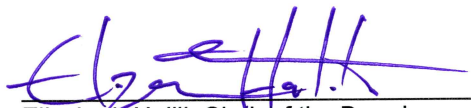
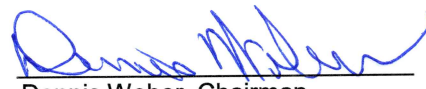
- Ridership in May increased over April;
- Ridership levels are rising on Saturdays;
- Paratransit Services is hiring drivers.

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