



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, 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

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

2. ROLL CALL

Present: Chair Dennis Weber; Vice-Chair Mike Wallin; Member MaryAlice Wallis; Member (Alternate) Mike Karnofski

Absent: Member Lisa Alexander; Member Kim LeFebvre; Member (Non-voting) Anthony Harris; Member (Alternate) Spencer Boudreau; 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: Joe Clark, Executive Director Twin Transit

3. PUBLIC COMMENTS

None.

4. CONSIDERATION OF MINUTES FOR THE MAY 25, 2022 MEETING

A motion was made by Member Wallis, seconded by Member Wallin, to approve the minutes of the May 25, 2022, CTA Board meeting. The motion carried unanimously.

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

5. CONSENT CALENDAR

A motion was made by Member Wallin, seconded by Member Wallis, to accept the Consent Calendar in its entirety. The motion carried unanimously.

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
Summary Statement Presented by James Seeks**

Transit Manager, James Seeks, gave a presentation.
The Board discussed the presentation.

Chair Weber opened the public hearing at 4:29 p.m. to hear comments regarding the proposed Fare Policy Change - Zero Fare for 18 and Under.

Linda King, city unstated, provided public comment.

Jeff Wilson of Longview provided public comment.

Chair Weber closed the public hearing at 4:45 p.m.

The proposed Fare Policy Change - Zero Fare for 18 and Under failed due to lack of a motion.

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**

Transit Manager, James Seeks gave a presentation.
The Board discussed the presentation.

Chair Weber opened the Public Hearing for Proposed Service Change at 4:56 p.m.

Jane Githelson of Castle Rock provided public comment.

Joe Clark of Twin Transit provided public comment.

Chair Weber closed the Public Hearing at 5:03 p.m.

A motion was made by Member Wallis, seconded by Member Karnofski, to approve the RiverCities Transit - Twin Transit Connection with the Alternate B routing, contingent on City of Castle Rock approval. The motion carried with the following vote:

Ayes: Chair Weber, Member Wallis, Member Karnofski

Nays: Member Wallin

22-000380 PRESENTATION: RiverCities Transit - Twin Transit Connection Proposed Service

Change - 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***

A motion was made by Member Wallis, seconded by Member Karnofski to approve issuing a letter of support for Twin Transit with a signature from the CTA Board Chair. The motion carried with the following vote:

Ayes: Chair Weber, Member Wallis, Member Karnofski

Nays: Member Wallin

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**

Transit Manager, James Seeks, gave a presentation.

Joe Clark of Twin Transit provided public comment.

A motion was made by Member Karnofski to approve Resolution No. 2022-01 in support of the City of Longview Green Transportation Capital Grant application. The motion failed due to lack of a second.

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***

A motion was made by Member Wallin, seconded by Member Wallis, to establish a Special Meeting and Public Hearing to be held on Wednesday, July 13, 2022, at 3:30 p.m. to receive citizen input on the Cowlitz Transit Authority Board composition review. The motion carried unanimously.

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***

The Public Hearing for Board Composition Review was established by motion and unanimously carried in Section 11 of this agenda.

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***

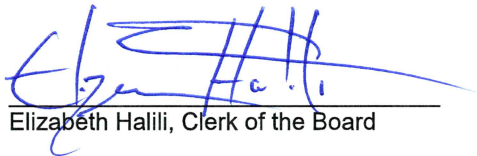
Transit Manager, James Seeks, gave a brief report:

- Mr. Seeks is currently working on the Transit portion of the City's biennial budget;
- The staff is interviewing candidates this week for RiverCities Transit's summer help position.

14. **MISCELLANEOUS**

15. **ADJOURNMENT**

With no further business to discuss, Chair Weber adjourned the meeting at 5:18 p.m.



Elizabeth Halili, Clerk of the Board



Dennis Weber, Chairman