



## 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, April 12, 2023

4:00 PM

Hybrid Meeting  
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, March 8, 2023, 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](http://www.mylongview.com) under "Agendas & Minutes."

Zoom meeting link: <https://us02web.zoom.us/j/9816641531>

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: 981 664 1531

Longview City Hall is accessible for persons with disabilities. Special equipment to assist the hearing impaired is also available. Please contact the Board 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](mailto:customerservice@rctransit.org).

#### Next meeting

Wednesday, May 10, 2023

4:00 p.m. – Regular Board Meeting

1. **CALL TO ORDER**
2. **FLAG SALUTE**
3. **ROLL CALL**
4. **PUBLIC COMMENTS**
5. **CONSIDERATION OF MINUTES FOR THE MARCH 8, 2023 MEETING**  
23-001041 March 8, 2023 CTA Board Meeting Minutes
6. **CONSENT CALENDAR**  
23-001028 2023 February Cowlitz County Transit Authority Treasurer's Report  
23-001029 2023 February Cowlitz Transit Authority Fund Balance Report  
23-001030 Invoice #2023-05 - City of Longview \$531,340.00  
23-001031 Invoice #2023-028 CWCOG 2023 Member Dues \$461.00  
23-001032 Invoice #2023-029 CWCOG EDA Grant Match \$250.00
7. **REPORTS**  
23-001015 2023 Annual Fixed Route Ridership  
23-001016 2023 March Daily Fixed Route Ridership  
23-001017 2023 March Fixed Route Ridership by Hour  
23-001018 2023 March Average Fixed Route Passengers per Trip  
23-001019 2023 March LIFT Monthly Ridership  
23-001020 Five Year Ridership Graph  
23-001021 2023 PTBA Sales Tax Data - 2023 vs. 2022
8. **SUMMARY STATEMENT: PUBLIC HEARING FOR PROPOSED SERVICE CHANGES**

**23-001027 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 the elimination of the North Cowlitz Connector and increased service to Lexington and to Kelso.

**RECOMMENDED ACTION:**

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

**THEN:**

Motion to approve the proposed service change.

**Attachment:**

RiverCities Transit Proposed Service Changes to Routes 46, 411, and North Cowlitz Connector.

**9. SUMMARY STATEMENT: LONGVIEW CITY SHOP ROOF AND HVAC REPLACEMENT****23-001033 SUMMARY STATEMENT:**

The roof and HVAC systems at the City Shop are in need of repair. The roof for the entire City Shop is in its last days and staff has had to make temporary repairs in order to keep it watertight. The proposed repairs require bringing the roof up to current energy codes including adding insulation. Four HVAC units that service all the non-shop areas are very old, inefficient, and failing.

**RECOMMENDED ACTION:**

Motion to approve a revision increasing the 2023 CTA Budget by an amount not to exceed \$746,415.

**Attachment:**

Keith Walling email: Transit Energy Audit and Facility Condition Assessment

**10. SUMMARY STATEMENT: FTA BUS & BUS FACILITIES GRANT****23-001040 SUMMARY STATEMENT:**

In the prior CTA Board agenda item, staff stated the case for replacement of the City Shop's roof and HVAC system replacement. If the CTA Board approves that budget revision, there may be an opportunity to reduce that amount with a competitive FTA Bus and Bus Facilities Grant.

**RECOMMENDED ACTION:**

Motion to approve a local match for the competitive FTA Bus & Bus Facilities grant application by an amount not to exceed \$149,283.

**11. MANAGER'S REPORT****12. MISCELLANEOUS****13. ADJOURNMENT**