



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), Richard Dahl (Alternate)*

Wednesday, September 13,
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, September 13, 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 under "Agendas & Minutes."

Zoom meeting link: <https://us02web.zoom.us/j/89844443333>

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: 898 4444 3333

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.

Next meeting

Wednesday, October 11, 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 AUGUST 9, 2023 MEETING

23-001445 August 9, 2023 CTA Board Meeting Minutes

6. CONSENT CALENDAR

23-001446 2023 July Cowlitz Transit Authority Treasurer's Report

23-001447 2023 July CTA Fund Balance Report

23-001448 Invoice #2023-10 - City of Longview \$531,340.00

7. REPORTS

23-001449 2023 Annual Fixed Route Ridership

23-001450 2023 August Daily Fixed Route Ridership

23-001451 2023 August Fixed Route Ridership per Hour

23-001452 2023 August Average Fixed Route Passengers per Trip

23-001453 2023 August LIFT Monthly Ridership

23-001454 Five Year Ridership Graph

23-001455 PTBA Sales Tax Data 2023 vs. 2022

8. CTA LEGAL COUNSEL'S REPORT ON ANNEXATION OPTIONS

23-001471 SUMMARY STATEMENT:

At the July 12, 2023, CTA Board Meeting, staff presented a report on the Lexington Service (Route 411) Pilot Project. The Authority voted to direct staff to engage CTA Legal Counsel R. Thomas Lee to research steps for expanding the Cowlitz Public Transportation Benefit Area boundaries to include Lexington.

RECOMMENDED ACTIONS:

1. Determine whether to move forward with an annexation of the Lexington area into the Cowlitz PTBA.
2. If the decision to move forward is yes, then staff recommends counsel's option (a) and requests the Board set a public hearing for the October 11, 2023, meeting on a resolution to revise the PTBA boundaries to include Lexington.
3. Begin considering whether the vote on annexation, if resolved, would best be conducted during a special election in February or April 2024, the primary in August 2024, or the general election in November 2024.

23-001476 Summary Sheet - Annexation Options

9. TEMPORARY TRANSFER OF CTA FUNDS FOR CAPITAL PROJECTS**23-001470 SUMMARY STATEMENT:**

To keep the City of Longview/RiverCities Transit account in a proper balance, staff requests a temporary transfer of funds of \$2,857,439 from the CTA account of the Cowlitz County Treasurer to the City of Longview Transit account until those grant reimbursements are received. As the City receives grant reimbursements, funds equal to those reimbursements will be transferred back to the CTA account of the County Treasurer.

RECOMMENDED ACTION:

Motion to authorize the Chair or his Designee and the Transit Manager to sign an invoice to temporarily transfer \$2,857,439 from the CTA account of the Cowlitz County Treasurer to the City of Longview Transit account for capital purchases until such time as grant reimbursements will permit the transfer of the funds back to CTA.

23-001475 Summary Sheet - Temporary Transfer of CTA Funds for Capital Projects

10. FARE FREE SERVICE DURING EMERGENCY WEATHER CONDITIONS**23-001473 SUMMARY STATEMENT:**

Beginning in Summer 2020, RiverCities Transit supplied a surplus bus to be used as a cooling or heating shelter when requested by the Longview City Manager. Such a bus was made available primarily to the former Alabama Street unhosted camp, but also the Cowlitz Event Center during the County Fair in 2022. The triggers for deploying the bus were sustained temperatures either at 90 degrees or above or below 35 degrees Fahrenheit.

RECOMMENDED ACTION:

Move to approve the Transit Manager to authorize fare free service on days when the Longview City Manager declares a weather emergency.

23-001474 Summary Statement - Fare Free Service During Emergency Weather Conditions

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