



## Agenda

### Cowlitz Transit Authority

*Dennis Weber (Chair), Lisa Alexander, Kennan Harvey, MaryAlice Wallis,  
Erik Halvorson, Anthony Harris (Nonvoting), Spencer Boudreau (Alternate),  
Mike Karnofski (Alternate), Richard Dahl (Alternate)*

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| Wednesday, September 11, 2024 | 4:00 PM | Hybrid Meeting<br>Longview Council Chambers<br>1525 Broadway St, Longview |
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**NOTICE IS HEREBY GIVEN**, in accordance with RCW Chapter 42.30, the Cowlitz Transit Authority will conduct a **Regular Board Meeting** on **Wednesday, September 11, 2024, at 4:00 p.m.** in the Longview City Hall Council Chamber, 1525 Broadway St, Longview, WA. This meeting is also available by Zoom.

**AND,**

**NOTICE IS HEREBY GIVEN**, in accordance with RCW Chapter 42.30, the Cowlitz Transit Authority will conduct a **Public Hearing** on **Wednesday September 11, 2024, at 4:00 p.m.** in the Longview City Hall Council Chamber, 1525 Broadway St, Longview, WA. This meeting is also available by Zoom.

The purpose of the hearing is to receive comments concerning the proposed fixed route service changes effecting Route 411.

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/89844443333>

Telephone options (dial any of the following numbers):

|                |                |
|----------------|----------------|
| 1 253 215 8782 | 1 312 626 6799 |
| 1 408 638 0968 | 1 646 876 9923 |
| 1 669 900 6833 | 1 301 715 8592 |
| 1 346 248 7799 |                |

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](mailto:customerservice@rctransit.org).

#### **Next meeting**

Wednesday, October 9, 2024

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 14, 2024 MEETING**  
24-00756 2024 08 14 CTA Minutes
6. **CONSENT CALENDAR**  
24-00757 2024 July CTA Treasurer's Report  
24-00758 2024 July CTA Fund Balance Report  
24-00759 Invoice #2024-10 - City of Longview \$553,741.00  
24-00822 Invoice #E69B1C00-0002 - Longview Daily News \$473.50
7. **REPORTS**  
24-00760 2024 Annual Fixed Route Ridership  
24-00761 2024 August Daily Fixed Route Ridership  
24-00765 2024 August Fixed Route Ridership per Hour  
24-00766 2024 August Average Fixed Route Ridership per Trip  
24-00762 2024 August LIFT Monthly Ridership  
24-00763 Five Year Ridership Graph  
24-00764 PTBA Sales Tax Data 2024 vs. 2023
8. **AGENDA SUMMARY - PUBLIC HEARING FOR PROPOSED SERVICE CHANGE**  
24-00816 SUMMARY STATEMENT:

The Cowlitz Transit Authority bylaws Section 5.3 states that the Authority shall hold a public hearing to 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's proposed change in service, due to the failure of the ballot measure on the Beacon Hill-Lexington annexation, meets this criterion.

Staff is proposing discontinuing service to the area in two stages: fixed route service on September 28, 2024, but continuing ADA paratransit service for eligible riders through June 30, 2025. Details are covered in the attached service change document.

Notices of the public hearing were posted on buses, social media, on the RCT website and in the Daily News. A summary of the proposed changes was available on social media, on the RCT website, and available at the lobby of the Transit Center.

**BUDGET:**

Staff estimates the expense for continuing LIFT ADA paratransit service to Lexington-Beacon Hill through June 30, 2025, to be \$16,811. Funding would be split at 55% from CTA sales tax revenue collected with the PTBA and 45% from Special Needs Transportation and Transit Support grants funded by the Climate Commitment Act.

**RECOMMENDED ACTION:**

Hold public hearing for proposed September 2024 service change

**THEN:**

Motion to approve the September 2024 Service Change to discontinue transit service to Lexington and Beacon Hill in two stages: fixed route on September 28, 2024 and LIFT service on June 30, 2025.

**9. AGENDA SUMMARY - LCC 2024-2025 RIDERSHIP AGREEMENT****24-00828 SUMMARY STATEMENT:**

RiverCities Transit staff has collaborated with the administration of Lower Columbia College to renew the annual agreement that allows Lower Columbia College students, staff, and faculty access to RiverCities Fixed Route service in exchange for a single lump sum payment based on usage from the prior year. RiverCities staff recommends the renewal agreement for the 2024-2025 school year.

The ridership agreement with Lower Columbia College allows RiverCities Transit Staff on campus to market and perform outreach to students and faculty. RiverCities Transit is obligated to track the ridership of Lower Columbia College students and staff. RiverCities provided Lower Columbia College pass holders ten thousand one hundred eighty-seven (10,187) trips during the 2023-2024 school year. The term of this agreement is for one year, starting September 1, 2024, continuing through August 31, 2025, and subject to annual renewal.

**BUDGET:**

This agreement will generate \$2,376.97 in fare revenue.

**RECOMMENDED ACTION:**

Motion to authorize the Cowlitz Transit Authority Board Chair to execute the Ridership Agreement with Lower Columbia College

**10. AGENDA SUMMARY - LETTER OF SUPPORT FOR WAHKIAKUM ON THE MOVE****24-00815 SUMMARY STATEMENT:**

RiverCities Transit received a request from Wahkiakum on the Move for a letter supporting their grant application for the Washington State Department of Transportation's 2025-2027 Consolidated Grant Program. If successful, this grant would continue to provide funding to Wahkiakum on the Move for their operating project, which provides transportation between Pacific County, Wahkiakum County, and Cowlitz County.

The letter includes in-kind support from RiverCities for Wahkiakum on the Move's use of the Downtown Transit Center.

The Cowlitz Transit Authority has provided Wahkiakum on the Move a letter of support for this project in years past.

**BUDGET:**

There is no impact to the CTA Budget.

**RECOMMENDED ACTION:**

Motion to approve issuing a letter of support for Wahkiakum on the Move with a signature from the CTA Board Chair.

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