



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)*

Wednesday, November 13, 2024

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, November 13, 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 November 13, 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 2025 annual budget.

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, December 11, 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 OCTOBER 9, 2024 MEETING**
24-001036 October 9, 2024 CTA Board Meeting Minutes
6. **CONSENT CALENDAR**
24-001037 2024 September CTA Treasurer Report
24-001038 2024 September CTA Fund Balance Report
24-001039 Invoice #3392 - Law Office of Erin H Winkles - \$678.03
24-001040 Invoice #L163781 - State Auditor - \$1,808.30
24-001041 Invoice #E69B1C00-0003 - Column - The Daily News - #353.90
7. **REPORTS**
24-001042 2024 Annual Fixed Route Ridership
24-001043 2024 October Daily Fixed Route Ridership
24-001044 2024 October Fixed Route Ridership by Hour
24-001045 2024 October Average Fixed Route Passengers per Trip
24-001046 2024 October LIFT Monthly Ridership
24-001047 Five Year Ridership Graph
24-001048 PTBA Sales Tax Data 2024 vs. 2023
8. **SUMMARY SHEET: INTERLOCAL AGREEMENT WITH CITY OF LONGVIEW FOR PUBLIC TRANSPORTATION SERVICES 2025-2028**
24-001049 INTERLOCAL AGREEMENT WITH CITY OF LONGVIEW FOR PUBLIC TRANSPORTATION SERVICES 2025-2028

SUMMARY STATEMENT:
After formation of the Cowlitz Public Transportation Benefit Area (PTBA) in 1987, the Cowlitz Transit Authority (CTA) executed an interlocal agreement with the City of Longview to provide public transportation services on behalf of the PTBA. The current interlocal agreement expires December 31, 2024.

This interlocal agreement has been reviewed by legal counsel for the CTA and Longview and does not include any changes from the previously adopted agreement other than an updated expiration date of December 31, 2028.

FINANCIAL SUMMARY:

This interlocal agreement would continue the financial relationship between the CTA and City of Longview. No changes are anticipated in the cost of providing transit service due to this proposed agreement.

RECOMMENDED ACTION:

Motion to approve the Interlocal Agreement for Public Transportation Services with the City of Longview.

24-001052 Summary Statement - Interlocal Agreement

24-001053 2025-2028 CTA-COL Interlocal Agreement

9. **SUMMARY SHEET: PUBLIC HEARING ON 2025 CTA BUDGET**

24-001050 2025 COWLITZ TRANSIT AUTHORITY BUDGET PRESENTATION, PUBLIC HEARING AND ADOPT RESOLUTION 2024-04

SUMMARY STATEMENT:

Each year, the Cowlitz Transit Authority must approve its annual budget for the following year. Funds paid to the City of Longview to operate RiverCities Transit make up approximately 56.3% of the Transit Authority's annual budget, while matching and direct funds paid for capital projects account for 7.1% of the CTA budget.

RECOMMENDED ACTION:

Hold public hearing on the 2025 Cowlitz Transit Authority budget.

THEN:

Motion to adopt Resolution 2024-04, the 2025 Cowlitz Transit Authority Budget.

24-001054 Summary Statement - 2025 Estimated CTA Budget

24-001055 2025 CTA Estimated Budget Narrative

24-001056 2025 CTA Budget by Object

24-001057 Reserved Funds Obligated to Capital Projects

24-001058 Resolution No. 2024-04 - 2025 CTA Budget

10. **INFORMATION ITEM - LETTER OF SUPPORT FOR LEWIS COUNTY TRANSPORTATION FLEET AND OPERATIONS FACILITY**

24-001051 Letter of Support for Lewis County Transit

11. **MANAGER'S REPORT**

12. **MISCELLANEOUS**

13. **ADJOURNMENT**