



Minutes

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, January 8, 2025

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, January 8, 2025, 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, January 8, 2025, 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 public comments on RiverCities Transit replacing the CAP service to Vancouver.

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, February 12, 2025

4:00 p.m. – Regular Board Meeting

1. CALL TO ORDER

Vice Chair Alexander called the meeting to order at 4:00 pm.

2. FLAG SALUTE

The flag salute was recited.

3. ROLL CALL

Present: Vice-Chair Lisa Alexander; Member Mary Alice Wallis; Member Erik Halvorson; Member Keenan Harvey; Member Anthony Harris (Non-Voting) Member (Alternate) Richard Dahl;

Absent: Chair Dennis Weber; Member (Alternate) Spencer Boudreau; Member (Alternate) Mike Karnofski

Staff Present: Jim Seeks, Transit Manager; Doreen Daggett, Mobility Supervisor; Tara Hargrave, Clerk of the Board

Others Present: Betsy DeSpain, Paratransit Regional Manager; Sheila Harmon, Paratransit Manager; Megan Wirtz, CWCOC; Bill Fashing, CWCOC

4. PUBLIC COMMENTS

None.

5. CONSIDERATION OF MINUTES FOR THE DECEMBER 11, 2024 CTA BOARD MEETING

A motion was made by Member Wallis, seconded by Member Harvey, to approve the December 11, 2024 Cowlitz Transit Authority Regular Board Meeting Minutes. The motion carried unanimously.

25-009 December 11, 2024 CTA Board Meeting Minutes**6. CONSENT CALENDAR**

A motion was made by Member Halvorson, seconded by Member Wallis, to approve the Consent Calendar in its entirety as presented. The motion carried unanimously

24-001154 2024 November CTA Treasurer's Report**24-001155 2024 November CTA Fund Balance Report****24-001156 Invoice #2025-02 - City of Longview \$510,135.00****25-0010 Invoice #E69B1C00-0004 - TDN - \$451.08****25-0011 Invoice #L164962- State Auditor \$834.60****7. REPORTS**

Transit Manager Seeks reported ridership is up 12% and sales tax revenue is up 3% over last year.

24-001157 2024 Annual Fixed Route Ridership**24-001158 2024 December Daily Fixed Route Ridership****24-001159 2024 December Fixed Route Ridership by Hour**

24-001160 2024 December Fixed Route Average Passengers per Trip

24-001161 2024 December LIFT Monthly Ridership

24-001162 Five Year Ridership Graph

24-001163 PTBA Sales Tax Data 2024 vs. 2023

8. SUMMARY SHEET: PUBLIC HEARING REGARDING 1-5 COMMUTER BUS SERVICE

Transit Manager Seeks made a presentation regarding RiverCities Transit replacing the CAP service to Vancouver.

Vice Chair Alexander opened the public hearing at 4:11 pm, comments were received, and closed the public hearing at 4:25 pm.

Member Halvorson made a motion, seconded by Member Harvey to approve the proposal to establish a commuter bus service between Longview and Vancouver effective July 1, 2025, contingent on sufficient funding from the Washington State Legislature. The motion passed unanimously.

25-007 SUMMARY STATEMENT:

Lower Columbia Community Action Program (CAP) ceases its Longview to Vancouver service via Kalama and Woodland on June 30, 2025. At the request of WSDOT, RCT staff developed a preliminary two-year budget for operating commuter bus service along I-5 between the Longview Transit Center and the 99th Street Transit Center in Vancouver commencing July 1, 2025. As proposed, the bus route will additionally serve Kelso and the Cowlitz Tribe Reservation at Ilani.

If approved, a request will be made directly to the Washington State Legislature for funding assistance for operations and capital for the 2025-2027 state biennium. The direct request will be made as notification of CAP's intent to cease service came after the WSDOT grant application deadline had passed. Operation of the service would be contingent upon receiving state funding assistance.

RECOMMENDED ACTION:

Conduct a public hearing to receive comments from the public on the potential addition of I-5 Commuter Bus Service between Longview and Vancouver.

THEN:

Approve the proposal to establish a Commuter Bus Service between Longview and Vancouver effective July 1, 2025, contingent on sufficient funding from the Washington State Legislature.

25-0013 Full Summary Statement - Public Hearing Regarding I-5 Commuter Bus Service

25-0014 Public Comments on Commuter Bus Proposal

9. SUMMARY SHEET: ESTABLISH PUBLIC HEARING ON REDUCTION OF ROUTE 411 SERVICE

Member Harvey made a motion, seconded by Member Wallis to set a public hearing to be held on January 8, 2025 to received public comment the proposed Route 411 service change. The motion passed unanimously.

25-001230 SUMMARY STATEMENT:

When the Cowlitz Transit Authority Board extended Route 411 (Lexington-Beacon Hill) through September 2025, staff was directed to determine methods to decrease the cost of the service.

We are currently conducting an onboard rider survey to learn more directly about the needs of the Route 411 riders.

RECOMMENDED ACTION:

Establish a public hearing to be held at the February 12, 2025 CTA Board Meeting to receive comments on the March 2025 Service Change Proposal.

25-0015 Full Summary Statement - Route 411 Service Reduction**10. MANAGER'S REPORT**

Transit Manager Seeks reported that 3 vehicles have been ordered.

Mobility Supervisor Doreen Daggett reported on the Lift Rider Guide, radio ads, travel training, bus pass sale locations, bus stop ID stickers and braille signs.

Paratransit Manager Sheila Harmon reported 13% increase in ridership and 14% increase in on demand over last year.

11. MISCELLANEOUS

None.

12. ADJOURNMENT

Vice-Chair Alexander adjourned the meeting at 4:35 pm.

Lisa Alexander, Vice Chair

Tara Hargrave, Clerk of the Board