



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, December 11, 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, December 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.

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, January 8, 2025

4:00 p.m. – Regular Board Meeting

1. CALL TO ORDER

Chair Weber called the meeting to order at 4:01 pm.

2. FLAG SALUTE

The flag salute was recited.

3. ROLL CALL

Present: Chair Dennis Weber; Member Mary Alice Wallis (Via Zoom); Member Erik Halvorson; Member Keenan Harvey; Member Anthony Harris (Non-Voting)

Absent: Vice-Chair Lisa Alexander; Member (Alternate) Spencer Boudreau; Member (Alternate) Richard Dahl; Member (Alternate) Mike Karnofski

Staff Present: Chris Collins, Public Works Director; 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 (Via Zoom)

4. PUBLIC COMMENTS

None.

5. CONSIDERATION OF MINUTES FOR THE NOVEMBER 13, 2024 MEETING

A motion was made by Member Harvey, seconded by Member Wallis, to approve the November 13, 2024 Cowlitz Transit Authority Regular Board Meeting Minutes. The motion carried unanimously.

24-001117 November 13, 2024 CTA Board Meeting Minutes

6. CONSENT CALENDAR

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

24-001104 2024 October CTA Treasurer's Report

24-001105 2024 October CTA Fund Balance Report

24-001131 Invoice #2025-01 - City of Longview - \$213,876.00

24-001118 Invoice #3508 - City of Longview - CTA Audit \$8,062.75

24-001119 Invoice #L164320 - State Auditor - \$13,130.34

24-001120 Invoice #320 - CWCOC LKRATS Q1 \$2,964.06

7. REPORTS

Transit Manager Seeks reported a 10% increase in ridership over the course of the year.

24-001106 2024 Annual Fixed Route Ridership

24-001107 2024 November Daily Fixed Route Ridership

24-001108 2024 November Fixed Route Ridership by Hour

24-001110 2024 November LIFT Monthly Ridership

24-001111 Five Year Ridership Graph

24-001112 PTBA Sales Tax Data 2024 vs. 2023

8. SUMMARY SHEET - CONTINUATION OF YOUTH PASS PROGRAM

Member Wallis made a motion, seconded by Member Halvorson to extend RiverCities Transit Youth Pass program through December 2027. The motion passed unanimously

24-001113 CONTINUATION OF YOUTH PASS PROGRAM

SUMMARY STATEMENT:

In December 2023, the Cowlitz Transit Authority Board extended the term of the Youth Pass project from January 2020 to December 31, 2025. This qualified RiverCities Transit to be a recipient of the Washington State Transit Support Grant through the 2023-2025 state biennium rather than have its share of that funding be distributed to other transit agencies. In addition, continuing the program through a full calendar year represented a convenience for parents/guardians.

For RiverCities Transit to continue to receive the WSDOT Transit Support Grant funding, the Youth Pass Program needs to be extended at least through the 2025-2027 State biennium. Therefore, staff recommends extending the program through at least December 31, 2027.

RECOMMENDED ACTION:

A motion to extend RiverCities Transit Youth Pass program through December 31, 2027.

9. INFORMATION ITEM - UPDATE ON REPLACEMENT FOR CAP SERVICE TO VANCOUVER

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

Member Harvey made a motion, seconded by Member Halvorson to set a public hearing to be held on January 8, 2025 to received public comment the proposed commuter bus route to replace the CAP service to Vancouver. The motion passed unanimously

24-001149 Request Public Hearing to be held January 8, 2025 to discuss Replacement of Cap Service to Vancouver

10. MANAGER'S REPORT

Transit Manager Seeks addressed Member Wallis' question regarding supply numbers budget line item.

Mobility Supervisor Doreen Daggett reported the ADA Riders Guide has been sent to the printers.

Paratransit Manager Harmon reported a large increase (50%) ridership so far in December and a 12% increase overall for the year.

11. RECOGNITION OF COMMISSIONER WEBER'S SERVICE

Transit Manager Seeks spoke about Dennis Weber's countless years of service to our community and presented him with a plaque of appreciation.

12. MISCELLANEOUS

None.

13. ADJOURNMENT

Chair Weber adjourned the meeting at 4:42 pm.

Lisa Alexander, Vice Chair

Tara Hargrave, Clerk of the Board