



# Minutes

## Agenda

### Cowlitz Transit Authority

*Lisa Alexander (Chair), MaryAlice Wallis (Co-Chair), Kennan Harvey,  
Erik Halvorson, Anthony Harris (Nonvoting), Steven Ferrell, Spencer Boudreau (Alternate),  
Mike Karnofski (Alternate), Richard Dahl (Alternate)*

**Wednesday, April 9, 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, April 9, 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, April 9, 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](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

1 408 638 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](mailto:customerservice@rctransit.org).

#### **Next meeting**

Wednesday, May 14, 2025

4:00 p.m. – Regular Board Meeting

**1. CALL TO ORDER**

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

**2. FLAG SALUTE**

The flag salute was recited.

**3. ROLL CALL**

Present: Chair Lisa Alexander; Vice-Chair MaryAlice Wallis (on Zoom); Member Erik Halvorson; Member Keenan Harvey; Member Anthony Harris; Member Steven Ferrell

Absent: Member (Alternate) Mike Karnofski; Member (Alternate) Spencer Boudreau; Member (Alternate) Richard Dahl

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

Others Present: Betsy DeSpain, Paratransit Regional Manager; Sheila Harmon, Paratransit Manager

**4. PUBLIC COMMENTS**

None.

**5. CONSIDERATION OF MINUTES FOR THE MARCH 12, 2025 MEETING**

A motion was made by Member Harvey, seconded by Member Halvorson to approve the March 12, 2025 Cowlitz Transit Authority Regular Board Meeting Minutes as Amended. The motion carried unanimously.

**25-00268 March 12, 2025 CTA Board Meeting Minutes**

**6. CONSENT CALENDAR**

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

**25-00269 2025 February CTA Treasurer's Report**

**25-00270 2025 February CTA Fund Balance Report**

**25-00271 Invoice #2025-05 - City of Longview \$510,135.00**

**25-00338 Invoice #E69B1C00-0006 - TDN \$443.60**

**7. REPORTS**

Manager Seeks reported a steady pace of increase ridership since COVID.

**25-00272 2025 Annual Fixed Route Ridership**

**25-00273 2025 March Daily Fixed Route Ridership**

**25-00274 2025 March Daily Fixed Route Ridership by Hour**

**25-00275 2025 March Fixed Route Average Passengers per Trip**

**25-00276 2025 March LIFT Monthly Ridership**

**25-00277 Five Year Ridership Graph**

**25-00278 PTBA Sales Tax Data 2025 vs. 2024**

**8. SUMMARY SHEET: PUBLIC HEARING REGARDING RAINIER COMMUTER BUS SERVICE**

Transit Manager Seeks reported on the process and progress of the Rainier commuter bus service and funding.

Chair Alexander opened the public hearing at 4:15 pm, one public comment was received, and closed the public hearing at 4:16 pm. Discussion ensued to request contribution from Columbia County, Oregon.

Member Halvorson made a motion, seconded by Member Wallis to approve the proposal to establish a commuter bus service between Rainier and Longview effective July 1, 2025, contingent on sufficient funding from both the Federal Transit Administration and the City of Rainier as well as permission from Columbia County to operate in its jurisdiction. The motion passed unanimously.

**25-00337 SUMMARY STATEMENT:**

**In June 2021, The Columbia County (OR) Board of Commissioners indefinitely suspended much of its CC Rider transit service, including service between Rainier (OR) and Longview, due to loss of ridership and financial resources. This has made travel between the neighboring cities extremely difficult for individuals without access to a private vehicle.**

**In February 2025, RiverCities Transit (RCT) staff was notified by the Cowlitz-Wahkiakum Council of Governments (CWCOG), the Metropolitan Planning Organization for Cowlitz County and Rainier, that Columbia County was unable to match Federal Transit Administration (FTA) Section 5307 grant awards from Oregon Department of Transportation (ODOT). CWCOG recommended RCT as a potential recipient of the funding so as to reconnect Rainier and Longview with transit service.**

**RECOMMENDED ACTION:**

**Conduct a public hearing to receive comments from the public on the potential addition of Commuter Bus Service between Rainier and Longview.**

**THEN:**

**Approve the proposal to establish a Commuter Bus Service between Rainier and Longview effective July 1 2025, contingent on sufficient funding from both the Federal Transit Administration and the City of Rainier as well as permission from Columbia County to operate in its jurisdiction.**

**Attachments:**

**A – Memorandum – Rainier Service Survey Results**

**B – Memorandum – Rainier Service Sample Schedule and Fares**

**9. AGENDA SUMMARY – I-5 COMMUTER BUS SERVICE PROJECT UPDATE**

Transit Manager Seeks gave an update on the progress and funding of the I-5 commuter bus service project. He presented a modified proposed schedule with financial differences.

Member Harvey made a motion, seconded by Member Halvorson to approve the temporary 3 trip proposed I-5 commuter bus route for 6 months, July 1, 2025 to December 31, 2025. The motion passed unanimously.

**25-00347 SUMMARY STATEMENT:**

**At the January 8, 2025 meeting, this board approved a proposal to establish a Commuter Bus Service between Longview and Vancouver, effective July 1, 2025, contingent on sufficient funding from the Washington State Legislature.**

**Staff will provide an update on legislative status to date.**

**Staff will also provide information on a potential alternative to full service, should the request for state funding fail.**

**RECOMMENDED ACTION:  
None – information only.**

**10. MANAGER'S REPORT**

Transit Manager Seeks reported transit is still in the process of hiring for the two operator positions.

Transit Mobility Manager Daggett reported on the status of summer hires, the Chuukese program at Youth and Family Link and Parks and Rec youth program with passes.

Paratransit Manager Harmon reported ridership is still slow but steadily increasing at approximately 15% over last year, and the most recently hired driver will be completing training soon.

**11. MISCELLANEOUS**

Member Wallis invited everyone to the Stakeholders summit coming up at the McClelland Arts Center on April 15th .

**12. ADJOURNMENT**

Chair Alexander adjourned the meeting at 4:36 pm.

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Lisa Alexander, Chair

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Tara Hargrave, Clerk of the Board