



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, August 13, 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, August 13, 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.

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, September 10, 2025 @ KELSO CITY HALL

4:00 p.m. – Regular Board Meeting & Public Hearing

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: Chris Collins, Public Works Director; Steve Hanson, Assistant Public Works Director; 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; Megan Wirth, CWCOG

4. PUBLIC COMMENTS

None.

5. CONSIDERATION OF MINUTES FOR JULY 9, 2025

A motion was made by Member Harvey, seconded by Member Wallis to approve the July 9, 2025 Cowlitz Transit Authority Regular Board Meeting Minutes as Amended. The motion carried unanimously.

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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.

25-00732 2025 June CTA Treasurer's Report

25-00733 2025 June CTA Fund Balance Report

25-00734 Invoice #2025-09 - City of Longview \$521,128.00

25-00735 Invoice #444 - CWCOG - Jul-Dec 2025 Match \$3,125.00

25-00736 Invoice #448 - CWCOG - LKRATS Q4 - Apr-Jun25 \$2,964.06

7. REPORTS

Transit Manager Seeks reported on the two new routes that started July 1st.

25-00737 2025 Annual Fixed Route Ridership

25-00738 2025 July Daily Fixed Route Ridership

25-00739 2025 July Daily Fixed Route Ridership by Hour

25-00740 2025 July Fixed Route Average Passengers per Trip

25-00741 2025 July LIFT Monthly Ridership

25-00742 Five Year Ridership Graph

25-00743 PTBA Sales Tax Data 2025 vs. 2024

8. **AGENDA SUMMARY - ESTABLISH PUBLIC HEARING REGARDING TRANSIT SERVICE TO THE LEXINGTON-BEACON HILL COMMUNITY**

Transit Manager Seeks reported updates on the route, surveys and the need to have a public hearing to discuss the possibility of continuing, reducing and/or elimination of the route.

Member Halvorson made a motion, seconded by Member Wallis to establish a public hearing to be held at the September 10, 2025, CTA board Meeting to receive comments on the proposed service change.

25-00744 SUMMARY STATEMENT:

RiverCities Transit staff will present information to the CTA Board so they may consider continuing, reducing, or eliminating transit service and will promote public comment on the proposal.

The proposed service change will be published for comment on August 20, 2025.

RECOMMENDED ACTION:

Establish a public hearing to be held at the September 10, 2025, CTA Board Meeting to receive comments on the proposed service change.

9. **MANAGER'S REPORT**

Transit Manager Seeks reported operator retirement, operator hiring, training with CDL timeframe of 6 weeks, ADA RFP and committee decision, and Kelso road closure of Hazel Street for the bridge project.

Mobility Supervisor Daggett reported on bus wrap advertising possibility, youth pass program, and Route 433 commercials, advertising, and open house coordination with CWCOG.

Paratransit Manager Harmon reported a small heat-related decrease this month but overall a steady ridership.

10. **MISCELLANEOUS**

City of Kelso ribbon cutting for the new spray park is Monday, August 18, 2025 at 10:00 am.

Squirrel Fest is this Saturday, August 16, 2025 at the Civic Circle.

Next meeting - SEPTEMBER 10, 2025 @ 4:00 PM @ KELSO CITY HALL, 203 Pacific Ave S, Kelso, Wa.

11. **ADJOURNMENT**

Chair Alexander adjourned the meeting at 4:21 pm.

Lisa Alexander, Chair

Tara Hargrave, Clerk of the Board