



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, September 10, 2025	4:00 PM	Hybrid Meeting Longview Council Chambers 1525 Broadway St, Longview
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NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, the Cowlitz Transit Authority will conduct a **Regular Board Meeting** on **Wednesday, September 13, 2025, at 4:00 p.m.** in the **Kelso City Hall Council Chambers**, 203 Pacific Ave S, Kelso, 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, September 13, 2025, at 4:00 p.m.** in the **Kelso City Hall Council Chambers**, 203 Pacific Ave S, Kelso, WA. This meeting is also available by Zoom.

The purpose of the hearing is to receive any comments concerning the continuation, reduction or elimination of transit services to the Lexington-Beacon Hill Community.

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, October 8, 2025

4:00 p.m. – Regular Board Meeting @ Longview City Hall

1. CALL TO ORDER

Chair Alexander called the meeting to order at 4:01 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 Ferrel

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; Kelso City Manager, Andrew Hamilton

4. PUBLIC COMMENTS

None.

5. CONSIDERATION OF MINUTES FOR AUGUST 13, 2025**25-00842 *August 13, 2025 CTA Board Meeting Minutes***

A motion was made by Member Harvey, seconded by Member Ferrell to approve the August 13, 2025 Cowlitz Transit Authority Regular Board Meeting Minutes. The motion carried unanimously.

6. CONSENT CALENDAR

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

25-00843 2025 July CTA Treasurer's Report**25-00844 2025 July CTA Fund Balance Report****25-00845 Invoice #2025-10 - City of Longview \$521,128.00****25-00860 Invoice #E69B1C00-0009 The Daily News \$451.08****7. REPORTS**

Transit Manager Seeks reported on the 511 and overall ridership; PTBA Sales Tax in regard to the proposed vs. actual budgets, and ridership tracking abilities.

25-00846 2025 Annual Fixed Route Ridership**25-00847 2025 August Daily Fixed Route Ridership****25-00848 2025 August Daily Fixed Route Ridership by Hour****25-00849 2025 August Fixed Route Average Passengers per Trip**

25-00850 2025 August LIFT Monthly Ridership

25-00853 Five Year Ridership Graph

25-00851 PTBA Sales Tax Data 2025 vs 2024

8. **SUMMARY SHEET - 2025-2026 LCC AGREEMENT**

Transit Manager Seeks reported on the 10 year relationship with LCC and the yearly renewal of the ridership agreement.

A motion was made by Member Harvey, seconded by Member Ferrell to authorize the CTA Board Chair to execute the 2025-2026 Ridership Agreement with Lower Columbia College. The motion carried unanimously.

25-00852 SUMMARY OF STATEMENT:

RiverCities Transit staff has collaborated with the administration of Lower Columbia College to renew the annual agreement that allows Lower Columbia College students, staff, and faculty access to RiverCities Fixed Route service in exchange for a single lump sum payment based on usage from the prior year. RiverCities staff recommends the renewal agreement for the 2025-2026 school year.

BUDGET:

This agreement will generate \$3,313.80 in fare revenue.

RECOMMENDED ACTION:

Motion to authorize the Cowlitz Transit Authority Board Chair to execute the 2025-2026 Ridership Agreement with Lower Columbia College

25-00855 2025-2026 RCT LCC Ridership Agreement Draft

9. **AGENDA SUMMARY - PUBLIC HEARING ON TRANSIT SERVICE TO THE LEXINGTON-BEACON HILL COMMUNITY**

Transit Manager Seeks reported on the status of Route 411 serving the Lexington-Beacon Hill Community and staff's proposal for continuation.

Chair Alexander opened the public hearing at 4:23 pm and called for public comment. Seven constituents (2 online, 5 in person) made public comments regarding the need for Route 411 to continue, and the public hearing was closed at 4:34 pm.

A motion was made by Member Harvey, seconded by Member Wallis to approve the continuation of transit service between Lexington-Beacon Hill and Longview (Route 411) indefinitely. Discussions regarding funding and a second attempt at PTBA annexation ensued. The motion carried unanimously.

25-00854 SUMMARY OF STATEMENT:

The Cowlitz Transit Authority bylaws Section 5.3 states that the Authority shall hold a public hearing to solicit public comment on any change in transit service routes amounting to a change in excess of 20% of the total distance of any one route. The Transit Authority Board's decision regarding continuation of Route 411 and LIFT ADA paratransit service to Lexington and Beacon Hill potentially meets this criterion.

Notices of the public hearing were posted on buses, social media, on the RCT website and in the Daily News. A summary of the proposed changes was available on social media, on the RCT website, and available at the lobby of the Transit Center.

The alternatives are to:

1. Continue service as currently scheduled. This is the recommended alternative.
2. Reduce the current scheduled hours of service. While reducing some expenses, staff estimates Route 411 would also see less riders, based on the lower ridership before daily trips were increased in 2023.
3. Discontinue operating the service. There currently are no other transportation options available for Lexington-Beacon Hill residents except what the Cowlitz Tribe Transit Service may be able to provide.

BUDGET:

Staff estimates the expense for continuing transit service to Lexington-Beacon Hill through June 30, 2027, to be \$333,445. Funding would be split at 55% (\$183,395) from CTA sales tax revenue collected within the PTBA and 45% (\$150,050) from Special Needs Transportation and Transit Support grants funded by the Climate Commitment Act.

RECOMMENDED ACTION:

Hold public hearing regarding the service proposal.

THEN:

Motion to approve continuation of transit service between Lexington-Beacon Hill and Longview (Route 411) through June 30, 2027.

25-00856 Route 411 Rider Survey Results Aug 2025

25-00857 Route 411 Survey Comments Aug 2025

25-00858 Route 411 Customer Comments Aug 2025

25-00859 Route 411 Additional Comments

10. MANAGER'S REPORT

Transit Manager Seeks reported on the WSDOT State meeting and the Hall of Fame Nominees, Operator Linda Schnell and Transit Manager James Seeks.

Mobility Supervisor Daggett reported on the WSDOT Wall of Fame and the articles online, Resource Fair scheduled in Rainier on 9/18/2025, Cowlitz County Reunification Day event, Lexington Back to School event, and mobility travel training.

Paratransit Manager Harmon reported a nice spike in demand response ridership and a continued 16% increase in ridership this year over last year.

11. MISCELLANEOUS

Chair Alexander reported on the Kelso Highlander Festival on 9/13/2025-9/14/2025 with the parade being on Saturday.

Member Harvey thanked Kelso City Manager Hamilton for sitting in on the meeting.

Member Wallis thanked everyone on the Board and those who made Route 411 come to fruition and all the constituents that took their time to comment on Route 411.

12. **ADJOURNMENT**

Chair Alexander adjourned the meeting at 4:53 pm.

Lisa Alexander, Chair

Tara Hargrave, Clerk of the Board