



Minutes

Agenda

Cowlitz Transit Authority

*Lisa Alexander (Chair), Jackie Collins, Erik Halvorson, Anthony Harris (Nonvoting),
Steven Ferrell, Kennan Harvey (Alternate), Richard Dahl (Alternate)*

Wednesday, February 11, 2026

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, February 11, 2026, 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
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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, March 11, 2026

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; Member Erik Halvorson (late); Temporary Member Michael Claxton; Member Jackie Collins

Absent: Member Keenan Harvey (Alternate); Member Richard Dahl (Alternate)

Staff Present: Steve Hansen, Asst. 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 Wirtz, CWCOG

4. PUBLIC COMMENTS

None.

5. CONSIDERATION OF MINUTES: JANUARY 14, 2026

A motion was made by Member Collins, seconded by Member Claxton to approve the January 14, 2026 Cowlitz Transit Authority Regular Board Meeting Minutes. The motion carried unanimously.

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6. CONSENT CALENDAR

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

26-0089 2025 December CTA Treasurer's Report

26-0090 2025 December CTA Fund Balance Report

26-0091 Invoice #2026-03 - City of Longview \$510,043.37

26-00105 Invoice #5343 - Law Office of EHW - \$140.00

26-00112 Invoice #508 - CWCOG - 2026 Annual Dues - \$504.00

26-00113 Invoice #520 - CWCOG - Mobility Match Jan - Jun 26 - \$3,125.00

26-00114 Invoice #525 - CWCOG - 2026 EDA Grant Match - \$250.00

7. REPORTS

Transit Manager Seeks reported that January had fewer weekdays and 5 Saturdays causing ridership to appear lower.

26-0092 2026 Annual Fixed Route Ridership

- 26-0093 2026 January Daily Fixed Route Ridership
- 26-0094 2026 January Daily Fixed Route Ridership by Hour
- 26-0095 2026 January Fixed Route Average Passengers per Trip
- 26-0096 2026 January LIFT Monthly Ridership
- 26-0097 Five Year Ridership Graph
- 26-0098 PTBA Sales Tax Data 2026 vs. 2025

8. **ELECTION OF OFFICERS**

2025 Chair Alexander announced the election of officers. Member Alexander was voted in as the 2026 Chair and Member Ferrell was voted in as the 2026 Vice-Chair. The Clerk of the Board facilitated the voting for the Chair and 2026 Chair Alexander facilitated the voting for the Vice-Chair.

26-00116 *In accordance with the By-Laws of the Cowlitz Transit Authority, Section VI, 6.2, Term, the Board is required to elect a Chair and Vice Chair from among its members at the first meeting in February of each year.*

9. **SUMMARY STATEMENT: ESTABLISH PUBLIC HEARING FOR APRIL SERVICE CHANGES**

Member Halvorson made a motion, seconded by Member Collins to establish a public hearing to be held on March 11, 2026 to receive public comment the proposed services changes. The motion passed unanimously.

26-00115 SUMMARY STATEMENT:

The Cowlitz Transit Authority (CTA) 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. Staff's proposal regarding service on five (5) routes meets this criterion.

The five (5) routes affected are Routes 33, 44, 411, 433 and 511.

RiverCities Transit staff will present information to the CTA Board so they may consider modifying transit service and will promote public comment on the proposal.

The proposed service change will be published for comment on February 18, 2026.

RECOMMENDED ACTION:

Establish a public hearing to be held during the March 11, 2026, CTA Board Meeting to receive comments on the proposed service changes.

10. **MANAGER'S REPORT**

Transit Manager Seeks reported on new hire trainings, SB6253, Bill 1418, board composition needing review in July and a shout out to Doreen Daggett for all her dared work and flexibility during our driver shortages.

Paratransit Manager Harmon reported on hiring drivers and LIFT ridership being up 30% so far this month.

11. **MISCELLANEOUS**

None.

12. **ADJOURNMENT**

Chair Alexander adjourned the meeting at 4:11 pm.

Lisa Alexander, Chair

Tara Hargrave, Clerk of the Board