



Minutes

Agenda

Cowlitz Transit Authority

*Lisa Alexander (Chair), Steven Ferrell (Co-Chair), Erik Halvorson, Jackie Collins,
Michael Claxton, Anthony Harris (Nonvoting), Kennan Harvey (Alternate),
Chris Bryant (Alternate), Richard Dahl (Alternate)*

Wednesday, March 11, 2026	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, March 11, 2026, at 4:00 p.m.** in the Longview City Hall Council Chambers, Longview, Washington. 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, March 11, 2026, at 4:00 p.m.** in the Longview City Hall Council Chambers, Longview, Washington. This meeting is also available by Zoom.

The purpose of the hearing is to receive any comments concerning the adoption of the proposed service changes to Routes 33, 44, 411, 433 and 511. The proposed change will be published on RiverCities Transit’s website for public comment at www.rctransit.org, on Facebook, and in paper copy at the Longview Transit Center, and in the City Info Weekly.

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, April 8, 2026

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

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; Member Anthony Harris; Member Jackie Collins; Member Michael Claxton

Absent: Member Steven Ferrell; Member Keenan Harvey (Alternate); Member Richard Dahl (Alternate); Chris Bryant (Alternate)

Staff Present: Chris Collins, Public Works Director; 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; Teri Bird, Paratransit Supervisor; Megan Wirtz, CWCOG; CTA Legal Counsel David Nelson (arrived late)

4. PUBLIC COMMENTS

None.

5. CONSIDERATION OF MINUTES FOR FEBRUARY 11, 2026

A motion was made by Member Halvorson, seconded by Member Claxton to approve the February 11, 2026 Cowlitz Transit Authority Regular Board Meeting Minutes. The motion carried unanimously.

26-00235 2026 02 11 CTA MINUTES

6. CONSENT CALENDAR

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

26-00133 2026 January CTA Treasurer's Report

26-00134 2026 January CTA Fund Balance Report

26-00135 Invoice #2026-04 - City of Longview \$510,043.37

26-00136 Invoice #E69B1C00-0011 - The Daily News - \$451.08

26-00231 Invoice #531 - CWCOG - LKRATS Q2 (Oct-Dec 25) - \$4,072.56

7. REPORTS

Transit Manager Seeks reported on lower ridership in February.

26-00137 2026 Annual Fixed Route Ridership

26-00138 2026 February Daily Fixed Route Ridership

26-00141 2026 February LIFT Monthly Ridership

26-00142 Five Year Ridership Graph

26-00143 PTBA Sales Tax Data 2026 vs. 2025

8. **SUMMARY STATEMENT: PUBLIC HEARING FOR APRIL SERVICE CHANGES**

Transit Manager Seeks presented the proposed service changes for April.

Chair Alexander opened the public hearing at 4:17 pm and called for public comment, hearing none, the public hearing was closed at 4:18 pm.

A motion was made by Member Halvorson, seconded by Member Claxton to approve the service changes proposed effective April 20, 2026.

26-00234 **SUMMARY 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. Staff's proposal for modifications to Routes 33, 44, 411, 433 and 511 meets this criterion.

RECOMMENDED ACTION:

Hold public hearing regarding the service proposal.

THEN:

Motion to approve the service change proposal effective April 20, 2026.

9. **SUMMARY STATEMENT : COMPOSITION OF THE CTA BOARD**

Transit Manager Seeks reported on the Board composition review. Board comments were received.

26-00233 **SUMMARY STATEMENT:**

The Cowlitz Transit Authority, in accordance with RCW 36.57A.055 and RCW 36.57A.050, is required to conduct a review of the composition of PTBA board every four years. That review will occur in a special meeting to be held before the regular July 8, 2026, CTA Board meeting. Staff believes that special meeting would be the best time to consider a decision on which action to take regarding the change to RCW36.57A.050.

RECOMMENDED ACTION:

Information only; no action required.

ATTACHMENT:

SHB 1418 Session Law

10. **SUMMARY STATEMENT: APPROVAL OF LOCAL MATCH FOR 2022 FTA 5307 CAPITAL AND OPERATING GRANT**

Transit Manager Seeks reported on the need for local match funds for grants.

A motion was made by Member Collins, seconded by Member Halvorson to approve Resolution #2026-01. The motion passed unanimously.

26-00232 **SUMMARY STATEMENT:**

The City of Longview is the Designated Federal Recipient of public transit funds. The City of Longview, on behalf of Cowlitz Transit Authority, is applying for a FY 2022 Section 5307 Federal Transit Administration Formula Grants.

The grant will use the direct allocation to City of Longview of \$1,812,446. This allocation will be split into two projects.

FINANCIAL SUMMARY:

Total local match for the capital and operating projects within this FTA Section 5307 grant is \$1,598,696.

These projects were included in the 2025 Transit Development Plan and there are adequate funds available in the Cowlitz Transit Authority Budget and reserves.

RECOMMENDED ACTION:

Motion to approve Resolution Number 2026-01.

11. MANAGER'S REPORT

Transit Manager Seeks reported on Transit operator training, the accessibility committee report re: stop locations, Senate Bill 6253 update re: ATU representative privileges, and gave kudos to Supervisor Daggett for all her dedication and flexibility in helping out during our driver shortage.

Mobility Supervisor Daggett reported on the Kelso High School career event.

Paratransit Manager Sheila Harmon reported on ridership number increases for February and 2026 being up 12% over 2025.

12. MISCELLANEOUS

None.

13. ADJOURNMENT

Chair Alexander adjourned the meeting at 4:37 pm.

Lisa Alexander, Chair

Tara Hargrave, Clerk of the Board