



City of Longview

Cowlitz Transit Authority
Agenda
RiverCities Transit

Minutes

Cowlitz Transit Authority

Wednesday, December 14, 2016

4:00 PM

Longview Council Chambers

1. Call To Order

The meeting was called to order by Chair Jensen at approximately 4:00 pm in the Longview Council Chambers.

2. Roll Call

Present: 5 - Mary Jane Melink, Rick Roberson, Dennis Weber, Anthony Harris (nonvoting member) and Don Jensen

Excused: 1 - Larry Alexander

Alternate: 2 - Chet Makinster and Jim Hill

Staff Present

Amy Asher, City of Longview
Jim Seek, City of Longview
Ben Nolen, City of Longview
Tabitha Hayden, City of Longview

Others Present

Betsy DeSpain, Paratransit Services

3. Constituent Comments

None.

4. Consideration of Minutes

On a motion from Weber, seconded by Melink, the minutes of the regular meeting held on November 9, 2016, were unanimously approved.

5. Consent Calendar

On a motion from Roberson, seconded by Melink, the items on the consent calendar were approved. The motion carried unanimously.

2016 Annual Fixed Route Ridership

2016 November Fixed Route Ridership

2016 November Paratransit Ridership

2016 Ridership Graphs

October 2016 County Treasurer's Report

October 2016 Fund Balance Report

6. Consideration of Invoices

On a motion from Weber, seconded by Roberson, the invoices were approved for payment. The motion carried unanimously.

Invoice - City of Kelso - \$565.76

Invoice - City of Longview - \$332,450.00

Invoice - Columbia Security - \$520.00

7. Manager's Report

Asher reported sales tax for November was 6.7% over November 2015. Year to date we are 10.7% over the previous year.

Ridership is maintaining a consistent 7% decline compared to 2015. Staff will be focusing on marketing strategies and a community outreach program for 2017 including trying to engage more of the local schools.

Regional transit agencies from our five-county Regional Transportation Planning Organization met to review and rank projects submitted for consideration for a WSDOT Consolidated Transit Grant. Staff submitted a grant for paratransit operating funds and another for replacement of three paratransit vehicles. The region's ranking will count for one-third of the total possible value of the state's competitive process.

A = 50 percentage points

B = 25 percentage points

C = 12 percentage points

D = 0 percentage points

The operating grant received an A ranking and the capital project received a B ranking.

The suggested grant ranking list will go to the RTPO Board meeting for consideration in January.

Jensen asked if staff has reached out to the casino about our vanpool program. Nolen responded that he approached them at the Woodland Job Fair and that there did seem to be an interest.

Currently, Nolen is working with American Workforce group who is starting a vanpool that will go to a Toledo Tree farm. We have the applications and an approved driver.

8. Adjournment

There being no further business to come before the Board, the meeting was adjourned at approximately 4:12 p.m.

Tabitha Hayden, Clerk of the Authority

Don Jensen, Chairman