



City of Longview

Cowlitz Transit Authority
Agenda
RiverCities Transit

Minutes

Cowlitz Transit Authority

*Dennis Weber (Chair), Don Jensen (Vice Chair),
Larry Alexander, Chet Makinster, Jeff McAllister,
Anthony Harris (Nonvoting), Jim Hill (Alternate),
Arne Mortensen (Alternate), Mike Wallin (Alternate)*

Wednesday, January 10, 2018

4:00 PM

Longview Council Chambers

Longview City Hall is accessible for persons with disabilities. Special equipment to assist the hearing impaired is also available. Please contact the City Executive Offices at 360.442.5004 at least forty-eight (48) hours in advance if you require special accommodations to attend the meeting.

1. Call To Order

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

2. Roll Call

Present - Dennis Weber (Chair), Don Jensen (Vice Chair), Larry Alexander, Chet Makinster, Jeff McAllister, Anthony Harris

Staff Present

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

Others Present

Betsy DeSpain, Paratransit Services
Ken Pearrow, CWO

3. Constituent Comments

None

4. Consideration of November 8, 2017 Minutes

On a motion from Alexander, seconded by Jensen, the minutes of the regular meeting held on November 08, 2017, were unanimously approved.

5. Consent Calendar

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

Invoice - City of Kelso December - \$579.90

Invoice - City of Kelso - January Rent \$579.90

Invoice - City of Longview January 2018 - \$375,025.00

Invoice - City of Longview - February \$375,025.00

Invoice - Columbia Security December 2017- \$565.00

Invoice - Columbia Security - January 2018 \$565.00

Invoice - CWCOC 1st Quarter LKRATS - \$1,468.94

October 2017 County Treasurer's Report

November 2017 County Treasurer's Report

November 2017 CTA Fund Balance Report

6. Reports

2017 Fixed Route Ridership

2017 November Fixed Route Ridership

2017 December Fixed Route Ridership

2017 November LIFT Ridership

2017 December LIFT Ridership

CTA Ridership Graph

PTBA Sales Tax Data

7. Mobility Management Update

Nolen reported that RiverCities Transit ran a Free Fare Friday campaign during December, as a thank you to our loyal ridership. This promotion resulted in Friday's during the month of December 2017 having 300 trips over Friday's in December 2016.

Currently, staff is working with Washington Department of Transportation to place the vanpool vans from the discontinued RiverCities Vanpool program with other agencies throughout the state. RiverCities did receive a van in trade with Kitsap Transit. This vehicle does not have the same Vanpool requirements to put it in service. Staff is researching possible programs that will fit with our service area.

Staff has reached out to area high schools to see if they would be interested in a ridership agreement similar to LCC.

8. Downtown Transit Center Update

Asher shared the Longview Transit Center Color and Material presentation from TCF Architecture. The PowerPoint included the floor plan, examples of the lobby, offices, breakroom, and potential materials to be used in the construction of the Longview Transit Center.

9. Manager's Report

RiverCities should receive three new cutaways by the end of the month. These will be RiverCities's first propane vehicles. Staff is working on ordering three additional vehicles. 5339 grant funds will allow for the purchase of two new full-size buses.

At the next Cowlitz Transit Authority board meeting the Chair and Vice Chair will be elected. Staff would also like to review possible scheduling conflicts with the board meeting day and time.

Weber reported that he presented plaques of appreciation to former Cowlitz Transit Authority Board members Roberson and Melink recognizing their service.

10. Adjournment

There being no further business to come before the Board, the meeting was adjourned at approximately 4:39 p.m.

Tabitha Hayden, Clerk of the Authority

Dennis Weber, Chairman