



# City of Longview

Cowlitz Transit Authority  
Agenda  
RiverCities Transit

## Minutes Cowlitz Transit Authority

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Wednesday, December 10, 2014

4:00 PM

Longview Council Chambers

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### 1. Call To Order

The meeting was called to order by Chair McDaniel at approximately 4:00 p.m. in the Longview Council Chambers.

### 2. Roll Call

**Present:** 6 - Todd McDaniel, Mary Jane Melink, Rick Roberson, Dennis Weber, Tom Hutchinson and Anthony Harris (nonvoting member)

**Excused:** 1 - Gary Schimmel

#### Staff Present

Corey Aldridge, City of Longview  
Brad Windler, City of Longview  
Amy Asher, City of Longview  
Tabitha Hayden, City of Longview

#### Others Present

Betsy DeSpain, Paratransit Services

### 3. Constituent Comments

None.

### 4. Consideration of Minutes for November 12, 2014

On a motion by Melink, seconded by Roberson, the minutes of the regular meeting held on November 12, 2014, were unanimously approved.

### 5. Consent Calendar

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

November 2014 Annual Ridership

November 2014 Fixed Route Ridership

November 2014 Paratransit Ridership

October 2014 County Treasurer's Report

October 2014 CTA Fund Balance Report

**6. Consideration of Invoices**

**On a motion from Hutchinson, seconded by Melink, all invoices were approved for payment. The motion carried unanimously.**

Invoice - City of Kelso - \$538.50

Invoice - City of Longview - \$280,289.92

Invoice - Columbia Security - \$520.00

Invoice - Law Office of Jesse D Conway - \$779.00

Invoice - TCF Architecture - \$3,063.78

**7. 2015 -2017 Consolidated Transit Grants**

**Asher gave an overview of five grant applications that were submitted for the 2015-2017 WSDOT Public Transportation Consolidated Grant program.**

2015-17 Consolidated Transit Grants

**8. 2015 Fixed Route Service Plan**

**Windler gave a presentation on the 2013 service changes, and introduced the 2015 service changes based on customer comments and management observations. The changes include route and schedule changes, additional amenities, and dispatch coverage for all operational hours.**

2015 Fixed Route Service Plan

**9. Managers Report**

Aldridge suggested the board create a planning committee to work with staff on creating a list of objectives for the agency to focus on in 2015.

On a motion from Roberson and seconded by Weber a Planning Committee was established with McDaniel and Melink as members.

Aldridge reported that ridership is strong and sales tax revenue continues to improve for 2014.

RiverCities entered a new bus in the Longview Christmas Parade decorated with lights and a red nose. Staff felt this was great exposure for the agency and look forward to participating in other community events.

**10. Adjournment**

There being no further business to come before the Board, the meeting was adjourned at approximately 4:52 p.m.

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Tabitha Hayden, Clerk of the Authority

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Todd McDaniel, Chairman