



City of Longview

Cowlitz Transit Authority
Agenda
RiverCities Transit

Minutes

Cowlitz Transit Authority

Wednesday, January 11, 2017

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: 3 - Dennis Weber, Larry Alexander and Don Jensen

Excused: 3 - Mary Jane Melink, Rick Roberson and Anthony Harris (nonvoting member)

Alternate: 2 - Chet Makinster and Jim Hill

3. Constituent Comments

None

4. Consideration of Minutes for the December 14th, 2016 Meeting

On a motion from Alexander, seconded by Weber, the minutes of the regular meeting held on December 14, 2016, were unanimously approved.

5. Consent Calendar

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

2016 Annual Fixed Route Ridership

2016 December Fixed Route Ridership

2016 December Paratransit Ridership

2016 Ridership Graphs

November 2016 County Treasurer's Report

November 2016 Fund Balance Report

6. Consideration of Invoices

On a motion from Weber, seconded by Alexander, all invoices were approved for payment as presented. The motion carried unanimously.

Invoice - City of Kelso - \$565.76

Invoice - City of Longview - \$332,450.00

Invoice - Columbia Security - \$565.00

7. Manager's Report

RiverCities has seen a slight decrease in ridership in 2016, staff will be focusing on marketing and outreach during 2017.

Going forward during 2017 we will have comparable fare data that staff will report to the board quarterly.

The Department of Revenue has not reported the sales tax information for December as of yet, staff should be able to bring it to the next meeting.

The Washington State Regional Mobility grant that staff applied for to use as match in the downtown Transit Center remodel did not compete well with the larger transit systems across the state. The State's focus for the grant is the reduction in commute trips which geographically gives the larger transit systems an advantage.

The Board will hold an election of chair and vice-chair at the February meeting. Currently, all of the jurisdictions represented by delegates on the board will remain the same for 2017. Staff asks if there are changes to the delegates or their alternates to please submit that in writing as directed in the Cowlitz Transit Authority bylaws.

RiverCities is using Flash Alert and Facebook to notify our customers of route changes due to weather and other events that may affect our routes. Staff is participating in webinars with national weather service to prepare for weather events.

Cameron reported that the grant acquired assets will be title transferred from the CTA to the City of Longview as stated in the CTA and City of Longview Interlocal agreement. This move will require lease agreement between Paratransit and CTA be terminated. There is a 90-day termination clause that staff would like to invoke.

Weber moved and Alexander seconded the staff recommendation to terminate the vehicle lease between the Cowlitz Transit Authority and Paratransit Services. Weber asked if there has there been continued conversation with PeaceHealth about providing the health trips. Asher replied that staff is not looking at changing our schedule at this time, however, some of our partnering agencies are looking at how to fill that need. Motion carried unanimously to terminate the lease agreement.

8. Adjournment

There being no further business to come before the Board, the meeting was adjourned at approximately 4:22 p.m.

Tabitha Hayden, Clerk of the Authority

Don Jensen, Chairman