

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
MINUTES
February 14, 2007**

Present

Bob Lowry, Chair
Lita Verts, Vice-Chair
Brandon Trelstad
Joe Harrod
Kenyon Solecki, ASOSU
Stephan Friedt
George Grosch, City Councilor

Staff

Jim Mitchell, Public Works
Lisa Namba, Public Works

Visitors

Ali Bonakdar, Corvallis Area Metropolitan
Planning Organization (CAMPO)

Absent

Scott Carroll
Robert E. Wilson

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Introductions	X		
II. Approval of January 10, 2007 Minutes			Approved, as amended
III. CACOT/Visitor Comments	X		
IV. Old Business	N/A		
V. New Business • Work Plan Development/Prioritization		X	
VI. Information Sharing	X		
VII. Adjournment	X		

CONTENT OF DISCUSSION

I. Introductions

Introductions of Commission members, staff and visitors were made.

II. Approval of January 10, 2007 Minutes

Corrections to the minutes:

- Page 3, under Information Sharing, first bullet, second sentence, one of the words “in” shall be stricken.
- Summary of Discussion, under Old Business, first bullet, the word “City” shall be replaced

with “Citizen”.

- Summary of Discussion, under New Business, second bullet, the word “Harrod” shall be replaced with “Harrod’s”.

Commissioners Friedt and Verts, respectively, moved and seconded that the Commission approve the minutes, as amended. The motion passed unanimously.

III. CACOT/Visitor Comments

Mr. Bonakdar addressed the Commission regarding CTS’s role within the CAMPO Regional Transportation Plan (RTP). Expansion of routes, service area and service times are being anticipated. Commissioner Friedt asked how the City’s Draft Transit Master Plan coincides with MPO’s plans. Mr. Bonakdar said the two plans mirror each other very closely. Mr. Mitchell said one difference between the two plans is that the MPO’s plan specifies time periods for project goals and the City’s Master Plan does not. Mr. Bonakdar agreed to supply to the Commission a copy of CAMPO’s 30-year plan for area transit.

IV. Old Business

There was none.

V. New Business

- **Work Plan Development/Prioritization**

Ms. Namba asked the Commission for ideas on projects or plans which staff should focus on during the coming year. The following are the Commission’s possibilities, in no priority order:

- **CTS service for Sundays** - Even a modified schedule would allow churchgoers to ride the bus to and from places of worship. Mr. Bonakdar said this is a long-term goal for CAMPO but nothing immediate is planned because of funding issues.
- **Integrated transit fares** - Seamless service between Philomath and Albany with a uniform fare on the Linn Benton Loop, Corvallis Transit System, Philomath Connection and OSU Shuttle.
- **Draft Transit Master Plan** - Update the draft Master Plan for consistency with the MPO Regional Transportation Plan (RTP) and complete the adoption of the Plan.
- **Expanded CTS evening service** - Vice-Chair Verts has heard from many OSU students who say they cannot take on evening jobs or work studies due to a lack of evening service. Full service expansion would not necessarily need to occur. For example, service to Southwest Corvallis would occur on Route 3 or Route 8, not both.
- **Transit Operations & Maintenance Facility** - Complete the site selection and environmental analysis phase of this project and investigate costs to bring operation of

CTS in-house.

- **Improved transit integration and coordination among area transit providers, i.e. Linn-Benton Loop, CTS, OSU Shuttle, Dial-A-Bus, etc.** - An example of this issue is Linn-Benton Loop riders' difficulty in getting to Avery Square.
- **Core Services Review Task Force** - Mayor Tomlinson has appointed Commissioner Wilson to the Task Force. Public Works staff will also be actively involved. Staff will regularly consult with CACOT to gather input to forward to the task force.
- **Providing transit service to areas of the City not currently serviced** - An example of unserved areas include the Grand Oaks development in southwest Corvallis, the Corvallis Municipal Airport, and the Corvallis Industrial Park off of South 3rd Street.
- **System fine-tuning** - Evaluate on-time performance, routes, and schedules to adjust for times of varying demand and make more efficient use of system resources. Prioritize service expansions/cuts depending on funding changes: service hours, area served, frequency, on-time performance.
- **Evaluate need for 35-foot long buses** - Mr. Mitchell said staff could look into bus sizes and alternate fuel options as part of a regular review of transit needs.
- **CTS "Dream System" Cost Analysis** - Commissioner Friedt asked staff if a cost analysis has ever been done for what it would cost for CTS to operate seven days a week for expanded hours. Both the Draft Transit Master Plan and the MPO RTP are good sources of information on system enhancements. Mr. Mitchell said staff has approached ASOSU about the kind of system they'd like to see, if more funding were available.
- **Emergency Response Plan** - Commissioner Friedt asked if there is a plan in place to use CTS personnel and fleet in case of an emergency. Mr. Mitchell answered that an evacuation and shelter emergency plan is covered in the Benton County Emergency Plan and the City of Corvallis Emergency Plan.
- **Collect demographic survey information** - Better demographic information on riders/potential riders would allow the City to plan services to better meet community needs. It would also be useful to have the resources to do better promotion in order to increase ridership. Mr. Mitchell said the Budget Commission has recommended approval of a new position in the Transportation Division (Transit-specific) which would allow staff to tackle some of these issues.

Staff agreed to organize this list into a cohesive document, bring it to the March meeting, and have the Commission prioritize the items.

VI. Information Sharing

- Commissioner Friedt reported that CTS drivers told him that Beaver Bus routes have had no OSU monitors for the last few months. Mr. Solecki confirmed ASOSU's difficulty in recruiting student monitors.
- Councilor Grosch reported that OSU will complete the 14th/15th Street Improvements no later than 2009, with a more likely date of 2008.
- Monroe Avenue Improvements - Mr. Mitchell was asked about the proposed improvements on Monroe Avenue. He reported that as part of a CIP project proposal, bulb-outs and crossings are proposed with the anticipation that a bike/ped grant will fund the project.
- Ms. Namba distributed ridership information for CTS and Beaver Bus. Ridership for Beaver Bus has steadily increased since the beginning of OSU's winter term. ASOSU recently produced posters and brochures for the buses and around the City. Staff will run ads in the *Gazette Times* and *The Barometer* to further promote the service.
- Staff said Beaver Bus stop signs are almost completely installed. The Beaver Buses will also stop at any current CTS stop on a Beaver Bus route. The additional signs are needed because some Beaver Bus routes are not on regular CTS routes.
- Recruitment is underway to fill the Transit Coordinator position formerly held by Michelle Rhoads. Ms. Namba estimated the position will be filled by April.
- The Transit Operations & Maintenance Facility project will need some intensive work by staff to move the project forward. The Federal Transit Administration (FTA) has indicated it has serious misgivings about the proposed partnership between the City and the school district. The partnership arrangement has always been assumed by staff to be a critical part of the project. Until recently, the FTA did not indicate the issues associated with such a partnership would be difficult to overcome. Staff is considering a trip to Seattle to meet with key FTA personnel in hopes of convincing them that the partnership is the only way the project is locally viable.
- Commissioner Friedt asked if staff has a contingency plan in the event Laidlaw, the CTS contractor, was to experience a work stoppage or interruption due to a driver shortage. According to Ms. Namba, Public Works Director Steve Rogers recently met with Laidlaw officials who assured him that Laidlaw has replacement drivers at its disposal if needed.

VII. Adjournment

Commissioners Verts and Harrod, respectively, moved and seconded that the Commission approve adjournment. The motion passed unanimously.

**NEXT MEETINGS: March 14, 2007, 8:15 a.m., Madison Avenue Meeting Room
**April 11, 2007, 5:30 p.m., Madison Avenue Meeting Room
⇒ **THIS IS A TIME CHANGE**