

CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT AGENDA

Wednesday, January 12, 2011, 8:20 a.m.

Madison Avenue Meeting Room

500 SW Madison Avenue

- I. INTRODUCTIONS
- II. APPROVAL OF MINUTES
December 8, 2010
- III. CACOT/VISITOR'S COMMENTS
- IV. OLD BUSINESS
- V. NEW BUSINESS
- VI. INFORMATION SHARING
 - Issues Resulting from Proposed February 1st Implementation of Fareless Transit
- VII. COMMISSION REQUESTS AND REPORTS
- VIII. PENDING ITEMS
- IX. ADJOURNMENT

Future Meetings:

Wednesday, February 9, 2011, 8:20 a.m., Madison Avenue Meeting Room

Wednesday, March 9, 2011, 8:20 a.m., Madison Avenue Meeting Room

Commission Members:

Bob Lowry, Chair

Stephan Friedt, Vice-Chair

Susan Hyne

Tom Kincaid

Ray Shimabuku

Robert E. Wilson

Brandon Trelstad

Ryan Ludlow, ASOSU Representative

Mike Beilstein, Council Liaison

The Madison Avenue Meeting Room is accessible to the public.

Please contact Tim Bates at (541) 766-6916

if you need special accommodations to attend the meeting.

DRAFT

Subject to review &
approval

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
MINUTES
December 8, 2010**

Present

Bob Lowry, Chair
Susan Hyne
Tom Kincaid
Ray Shimabuku
Robert E. Wilson
Hal Brauner, Council Liaison

Staff

Tim Bates, Public Works
Brie Caffey, Public Works

Visitors

Charlie Tomlinson

Absent

Stephan Friedt, Vice-Chair
Ryan Ludlow, ASOSU
Brandon Trelstad

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Introductions	X		
II. Approval of October 13, 2010 Minutes			Approved.
III. CACOT/Visitor Comments	X		
IV. Old Business	N/A		
V. New Business	N/A		
VI. Information Sharing	X		
VII. Commission Requests and Reports	N/A		
VIII. Pending Items	X		
IX. Adjournment			Adjourned at 9:26 am

CONTENT OF DISCUSSION

I. Introductions

The meeting was called to order at 8:24 a.m. Introductions of Commission members, staff, and visitors were made. Chair Lowry reversed the scheduled order of agenda items II and III.

II. CACOT/Visitor Comments

Outgoing Mayor Tomlinson addressed the Commissioners and thanked them for their service to the community. He said he especially appreciates how CACOT has given citizens the opportunity to speak and feel heard. Mayor Tomlinson noted that the December 6th passing of the Sustainability Initiative Fund (SIF) fee by City Council is a wonderful opportunity to take transit to a new level, and encouraged the Commission to let citizens know how the new revenue will be spent. He acknowledged Councilor Brauner as a strong supporter of transportation and advocate for the transit SIF fee. Mayor Tomlinson noted that the Commissioners' work is an awesome responsibility and he wished them well. Lastly, he said some of the best municipal staff in the country work for Corvallis, noting that they are good people who work hard on the community's behalf.

III. Approval of Minutes

Commissioners Wilson and Shimabuku, respectively, moved and seconded to approve the October 13, 2010 minutes. The motion passed unanimously.

IV. Old Business

None.

V. New Business

Commissioner Shimabuku asked staff if they knew about an upcoming meeting regarding a reduction in funding for people with developmental disabilities who use Dial-A-Bus. Mr. Bates was not aware of the meeting and explained that Dial-A-Bus is the selected contractor for both the City's ADA paratransit service and Benton County's Special Transportation Fund (STF) service. He said the differentiation between the two services can be confusing because some individuals fall into both categories and some riders who do not qualify for ADA paratransit service may still qualify for STF service. CTS staff works closely with County staff to coordinate service so that transit is as seamless as possible for customers.

Chair Lowry said he attended a Salem meeting in October where officials wanted to change the way senior/disabled funds are allocated and many at that meeting objected. He said 38 agencies currently receive this funding, which is determined by a specific formula. Some wanted to change that process into a more competitive formula which would be a disadvantage to smaller communities in the eastern part of the state that don't have grant writing staff. Chair Lowry noted that these are federal "pass through" funds that the State distributes.

VI. Information Sharing

Mr. Bates distributed a memo from City Finance Director Nancy Brewer (attached) regarding internal Administrative Services Charges, which are "overhead" costs charged

from one City department to another. Bates reported on the 2010/2011 Transit budget's fixed administrative charges as follows:

Risk Management	\$ 17,360
MIS	\$ 1,150
PW - facility	\$ 6,660
PW - phone	\$ 380
All other services -Finance/CMO/CAO	<u>\$116,910</u>
TOTAL	\$142,460

Commissioner Hyne asked if becoming fareless would impact these fees and Mr. Bates said it would not. While a fareless system may eliminate some current duties and save time with duties such as advertising fareless special events, it may also create new duties so there is no anticipated administrative savings associated with that change.

For informational purposes, Mr. Bates read the following e-mail sent from City Manager Jon Nelson to all City staff on December 3, 2010 which stated that the Budget Commission will be meeting on December 13th at LaSells Stewart Center to hear public input on a possible levy to support specific City services.

In response to a question, Councilor Brauner spoke further about a possible tax levy, noting it would be proposed as a general tax levy used for items that are slated to be cut per Council's decisions. But to this point, no decisions have been made about what exactly will be cut. Councilor Brauner said if Transit Sustainability Initiative Funding (SIF) votes at the December 20th City Council meeting mirror those of the December 6th meeting, the ordinance will pass 5 to 4. If passed, opponents of the fee will have 30 days (from December 20th to January 19th) to collect the signatures needed (approximately 2,000 in this case) to place the issue on a May ballot. Barring a referendum, the Transit SIF will move forward with an implementation date of February 1, 2011.

Mr. Bates reviewed the Information Sharing Report (attached), with these additional comments:

First Student is ready to move into its new location this weekend. Unlike previously reported, buses leaving the new site will exit onto NW Reiman Avenue, turn right on 9th Street, then right on Buchanan Avenue as they head for the DTC.

CTS ridership set an all-time monthly ridership record in October with 79,562 rides, while cost per ride was \$1.61 in October, an all-time low. November's cost per ride was \$1.79, also quite low in comparison to other years.

While reviewing the paragraph addressing express routes, Chair Lowry said that he recently received a study of the transit system in Olympia, WA which may include some interesting options for CACOT to consider, such as frequent routes near the college. He will share more information once he has reviewed the entire report.

Commissioner Hyne asked if Google Transit has been updated with the two new and

one relocated stop near the DMV, and the newest CTS shelters. Mr. Bates said he will ensure the updates are made. She also asked if Google Transit has made an impact to the number of phone calls to Transit and asked how staff is advertising the service. Mr. Bates noted that calls to his office have declined with the addition of Google Transit, as have those to the First Student office. Ms. Caffey said that Google Transit is featured on several CTS web pages and has also been added to most correspondence which is sent from staff. Commissioner Hyne suggested an article in the Gazette-Times may be helpful advertising.

VII. Commission Requests and Reports

None.

VIII. Pending Items

None.

IX. Adjournment

Before the meeting adjourned, Commissioner Brauner said he was not sure at this point what his Commission assignments will be for next Council term and noted that Councilors are typically moved between Commissions. Since it was possible this would be his last CACOT meeting, he expressed his appreciation for the work the Commission has done. Commissioner Wilson noted Commissioner Brauner's good work not only as a supporter of transit, but as a City Councilor.

Commissioners Wilson and Hyne, respectively, moved and seconded that the meeting be adjourned. The motion passed unanimously.

The meeting was adjourned at 9:26 am with holiday wishes to all.

NEXT MEETING: January 12, 2011 at 8:20 am, Madison Avenue Meeting Room