

CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT AGENDA

**Wednesday, June 8, 2011, 8:20 a.m.
Madison Avenue Meeting Room
500 SW Madison Avenue**

- I. INTRODUCTIONS
- II. APPROVAL OF MINUTES
April 13, 2011 (there was no May meeting)
- III. CACOT/VISITOR'S COMMENTS
 - Chair Lowry's Final Meeting
- IV. OLD BUSINESS
- V. NEW BUSINESS
 - Election of CACOT Chair and Vice-Chair
- VI. INFORMATION SHARING
- VII. COMMISSION REQUESTS AND REPORTS
- VIII. PENDING ITEMS
- IX. ADJOURNMENT

Future Meetings:

Wednesday, July 13, 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.

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
MINUTES
April 13, 2011**

Present

Stephan Friedt, Vice-Chair
Susan Hyne
Tom Kincaid
Robert E. Wilson
Mike Beilstein, Council Liaison

Staff

Tim Bates, Public Works
Brie Caffey, Public Works

Visitors

Absent

Bob Lowry, Chair
Ray Shimabuku
Ryan Ludlow
Brandon Trelstad

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Introductions	X		
II. Approval of March 9, 2011 Minutes			Approved
III. CACOT/Visitor Comments	N/A		
IV. Old Business	N/A		
V. New Business • CACOT Sunset Review	X		Recommended several changes to the staff report to the Urban Services Committee
VI. Information Sharing	X		
VII. Commission Requests and Reports	X		
VIII. Pending Items	N/A		
IX. Adjournment			Adjourned at 9:16 a.m.

CONTENT OF DISCUSSION

- I. The meeting was called to order at 8:20 am by Vice-Chair Friedt. Introductions of Commission members and staff were made.
- II. **Approval of Minutes**
Commissioner Wilson said the February minutes included a comment he made regarding transit being only a small portion of the SIF fee, which he later realized was inaccurate.

He requested the minutes be amended so that his comment be removed from the minutes.

Commissioner Kincaids and Hyne, respectively, moved and seconded to approve the February 9, 2011 minutes, as amended. The motion passed unanimously.

III. CACOT/Visitor Comments

None.

IV. Old Business

None.

V. New Business

Mr. Bates noted that Corvallis Municipal Code requires a Sunset Review of City commissions once every four years. With input from the Commission, staff writes a memo to the Urban Services Committee of the City Council reviewing the accomplishments, outlining Commission functions and explaining what work is yet to be completed. Mr. Bates put together a preliminary list of accomplishments and asked the Commission if there were any omissions to the list. Vice-Chair Friedt said that Part II should include the formation of an annual route review subcommittee. Commissioner Wilson suggested that Part III include the Metropolitan Planning Organization, which has been a driving factor in CACOT's work. Vice-Chair Friedt suggested inclusion of the Area Commission on Transportation, Cascades West Council of Governments. Commissioner Hyne noted that the completion of CTS routes into Google Transit should be included in Part I. Vice-Chair Friedt suggested that the comment on Google Transit should also include that CACOT's work on Google Transit was the catalyst for other area transit systems, such as the Linn-Benton Loop, to also place transit information on Google Transit.

VI. Information Sharing

Mr. Bates reviewed the Information Sharing Report. Comments in addition to the report included:

ASOSU was not listed on the Information Sharing Report under refunds. Because ASOSU does not pay in advance, no refund was due. Vice-Chair Friedt asked how the final refunded bus pass total compares to staff's expected refund amounts. Mr. Bates said he will provide the comparison to the Commission at the May meeting.

Mr. Bates reported that OSU's students, faculty and staff will have a group pass with the Philomath Connection in FY 11-12. However, City of Philomath has opted to not extend Group Pass Program privileges to other groups. Commissioner Hyne asked if staff has heard complaints from Southwest Corvallis residents who regularly use the Philomath Connection, since they are City residents and therefore will pay the transit SIF, but will not be able to ride the Philomath Connection fare free. Mr. Bates reported that staff had not, and reported that staff had only heard from Corvallis employees who previously used the Corvallis employee group pass program. Those employees were going to speak to the City's Human Resources department about creating a transit incentive for employees to use the PC as well as the Linn-Benton Loop, since many Corvallis employees live in Albany.

Vice-Chair Friedt suggested that the Benton County Fair consider scheduling the Trolley break during the afternoon, when the Route C3 would be running near the fair grounds.

The FTA capital grant for bus purchases will be accepted by Jon Nelson on Monday, April 18th. Councilor Beilstein asked where the local match would come from for this grant and Mr. Bates said it is already in the budget. Commissioner Hyne suggested that staff look into the possibility of purchasing buses with double wide doors to make boarding faster.

Mr. Bates reported that the FY 11/12 transit budget will not require cuts to service, barring the unforeseen. However, the Business Tax Energy Credit (BETC) is due to sunset in 2012 and BETC is approximately \$650,000 of the total \$2.5 million budget. Councilor Beilstein said we can bank these tax credits so we don't have to find a tax partner right away. He said one-half of the total BETC credits for the transportation portion of the program are used by the City of Portland and one-quarter by the City of Corvallis, with the remaining used by smaller cities.

Mr. Bates reported that the Community Affairs Director at ASOSU said they are interested in paying for the Beaver Bus to operate on Wednesday nights. They have received many requests for getting to and from OSU library, which is open 24/7. ASOSU currently pays 70% of the Beaver Bus cost and CTS pays 30%. If the hours are extended to Wednesdays, staff advised that ASOSU would need to pay 100% for Wednesday service and the service would remain open to the general public. Vice-Chair Friedt noted that several riders and drivers have suggested the Beaver Bus route as a future Sunday route for CTS because it works so well. Commissioner Hyne asked for ridership numbers for Beaver Bus for one week so that CACOT can get an idea of the times of the evenings that users are riding the Beaver Bus.

Mr. Bates reported that CTS fuel usage is within \$9,000 of where it was originally budgeted and staff does not anticipate the need to approach City Council for a supplemental budget request. Councilor Beilstein mentioned that future fuel costs will be supplemented by the Transit Operations Fee, which is reviewed and adjusted annually as the cost of fuel fluctuates.

Mr. Bates disseminated a chart showing ridership for the past several fiscal years. Mrs. Caffey said the increased September ridership the chart shows was most likely due to the increase in OSU student enrollment. She noted ridership trends through the years matched until February of this year, when ridership did increase slightly. But March is when the ridership trend clearly diverged. Ridership increased even though March included school spring break, a time when ridership has traditionally decreased.

VII. Commission Requests and Reports

Vice-Chair Friedt requested that staff inform the City Council of CTS ridership numbers at our earliest convenience and suggested the ridership chart presented at this meeting be displayed on the CTS website. Staff agreed to these requests.

Commissioner Hyne reported that the subcommittee is in the data gathering/data analysis phase, looking at ridership and on-time performance by run. Vice-Chair Friedt said he feels the data shows that one-half of the routes are not running adequately to support today's ridership. Councilor Beilstein asked if at capacity buses have caused riders to be denied rides and was advised by staff that this has not yet occurred. Commissioner Hyne asked if leaving a rider was at the driver's discretion. Mr. Bates said ridership loads are based on safety, and noted that the concern of leaving passengers has more to do with riders in wheelchairs because there are only two wheelchair positions per bus; however to staff's knowledge there have been no wheelchair passengers left behind.

VIII. Pending Items

None.

IX. Adjournment

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

The meeting was adjourned at 9:18 am.

NEXT MEETING: May 11, 2011, 8:20 am, Madison Avenue Meeting Room