

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT  
AGENDA**

**Wednesday, August 10, 2011, 8:20 a.m.  
Madison Avenue Meeting Room  
500 SW Madison Avenue**

- I. INTRODUCTIONS
- II. APPROVAL OF MINUTES  
July 13, 2011
- III. CACOT/VISITOR'S COMMENTS
- IV. OLD BUSINESS
- V. NEW BUSINESS
- VI. INFORMATION SHARING
- VII. COMMISSION REQUESTS AND REPORTS
- VIII. PENDING ITEMS
- IX. ADJOURNMENT

Future Meetings:

Wednesday, September 14, 2011, 8:20 a.m., Madison Avenue Meeting Room

Wednesday, October 12, 2011, 8:20 a.m., Madison Avenue Meeting Room

Commission Members:

Stephan Friedt, Chair

Robert E. Wilson

Susan Hyne, Vice-Chair

Kriste York

Ray Shimabuku

Robert Monasky

Brandon Trelstad

ASOSU Representative - Vacant

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  
July 13, 2011**

**Present**

Stephan Friedt, Chair  
Susan Hyne, Vice-Chair  
Ray Shimabuku  
Brandon Trelstad  
Robert E. Wilson

**Staff**

Tim Bates, Public Works  
Brie Caffey, Public Works

**Visitors**

Evan Sorce  
Kriste York

**Absent**

Mike Beilstein, Council Liaison

**SUMMARY OF DISCUSSION**

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Introductions	X		
II. Approval of June 8, 2011 Minutes			Approved
III. CACOT/Visitor Comments	N/A		
IV. Old Business	N/A		
V. New Business	X		
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. Introductions**

The meeting was called to order at 8:22 am by Chair Friedt. Introductions of Commission members and staff were made. Evan Sorce, from ASOSU, and Kriste York were introduced as individuals who have applied as CACOT commissioners but whose appointments are still pending with City Council.

**II. Approval of Minutes**

**Commissioners Wilson and Trelstad, respectively, moved and seconded to approve**

**the June 8, 2011 minutes. The motion passed unanimously.**

**III. CACOT/Visitor Comments**

None.

**IV. Old Business**

None.

**V. New Business**

Chair Friedt said he would like the Commission to discuss and clarify its purpose. Mr. Bates said the sunset review document that was recently submitted to Council outlines CACOT's accomplishments and lists the items the Commission hopes to accomplish next. He said perhaps a discussion on the interpretation of those items might be helpful. Chair Friedt said he has felt that, in the past, the Commission has worked on items or made suggestions that didn't go anywhere, perhaps because CACOT was not at liberty to take those actions. Commissioner Trelstad asked Chair Friedt for examples of such items. Chair Friedt said CACOT's role is confusing to him. For example, CACOT is not a governing committee, has no input on the budget and does not usually see the budget, and can make some recommendations on route changes but those rarely go beyond City staff. Chair Friedt said if CACOT is supposed to be reviewing the routes and figuring out how to get the most for our money, then the group probably needs more budget information. Commissioner Wilson said he believes we are here to review policy, as a forum for public input, and to set long-range goals.

Mr. Bates noted that the recent sunset review includes a future activities and action plan section, which lists four items: Continue to advise the Council on transit related issues including service enhancements and reductions depending on funding scenarios; stay apprised of and support effort for stable funding sources for transit; continue to provide a forum for Corvallis residents and businesses to improve upon or increase public transportation options; and evaluate effects of fareless transit on system capacity and on-time performance.

Commissioner Wilson said he would like pie charts each month, one of CTS revenue and one of CTS expenses, with ballpark figures outlining personnel, maintenance, etc. Chair Friedt suggested the pie chart show the top five areas influencing the budget in both. Commissioner Trelstad noted that something similar is provided at the Linn-Benton Loop meetings; however, it is a more complete picture of the budget, rather than just an overview of the top items. Commissioner Trelstad said quarterly reports would be acceptable.

**VI. Information Sharing**

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

Mr. Bates and Mr. Som Sartnurak, the City traffic engineer, recently attended First Student driver meetings to conduct Opticom training. Mr. Bates explained that transit priority (Opticom) is a system on the bus that tells the signal control cabinet to hold a green light for a bus as it nears an intersection. The system will also speed up the cycle

to bring a green light around more quickly if the bus is stopped by a red light. Staff has tested each intersection to make sure the system works and every bus, including the spare buses has the needed equipment. Many (not all) intersections have transit priority available and the system will be invisible to passengers. If drivers have concerns about the system's accuracy, staff can go to the signal control box at that intersection and retrieve data to determine if the system functioned properly. Drivers were told to use it only when they get behind schedule. It should only be used when needed and not left on at all times because it affects the other directions of traffic at intersections.

Mr. Bates noted that staff recently had a presentation from a VIS vendor which can integrate transit priority so that it will automatically turn on the system when the route gets behind. Another company is scheduled to present on Friday.

Commissioner Trelstad asked about the time it will take to implement a new VIS system. Mr. Bates said staff hopes to have the RFP out by September and estimated it would be approximately six months after the award before the new system is installed. In response to a question, Mr. Bates said the company who presented yesterday has done about 20-30 installations, including larger transit systems. Mr. Bates also reported that the City has a grant to replace the radio system which will help us be in compliance with the FCC's mandate on radio narrowbanding by 2013. Chair Friedt suggested the new radios include handsets for the drivers so that they could have a private conversation with dispatch when discussing security issues or like problems.

Mr. Bates said the Philomath Connection is offering free summer rides to youth.

Mrs. Caffey handed out copies of the a ridership chart which is on the transit web site. Vice-Chair Hyne noted that ridership had decreased, as expected for the month, but ridership still remained higher than previous years. She said she is amazed to note that with only four months of increased ridership, we boosted our annual ridership 25%.

Mr. Bates noted that Dial-A-Bus ADA paratransit rides have been a fairly consistent number for the last three months; staff expected a rush of new ADA rides when the system went fareless.

Chair Friedt asked for an update on a new transit operations and maintenance facility. Mr. Bates said staff is now actively seeking grants to acquire the needed \$10 million dollars.

Vice-Chair Hyne asked for follow-up on behavior disruptions at the DTC. Mr. Bates said the police agreed to step up patrols and reminded CTS drivers to report any concerns right away. A few drivers reported they thought it was getting better, and some drivers said they've noticed the heightened police presence. Local business owners have agreed to keep an eye on things in that general area. One of the drivers suggested removing the unsheltered benches but the expectation is that those individuals would probably then move to the shelters. Mr. Bates reminded the Commission that there are no anti-loitering laws for Corvallis public spaces. Commissioner Wilson asked that staff update CACOT monthly on this issue; Mr. Bates said he will add it to his information sharing report

## **VII. Commission Requests and Reports**

Commissioner Shimabuku asked about CTS's role in regional emergency planning and what kind of services CTS will offer during a regional emergency. Mr. Bates said that CTS is part of the Benton County Emergency Plan, which includes the use of CTS buses in the event of a large scale emergency. The City's contract with First Student includes suspension of regular service during a declared emergency and the requirement by First Student's to provide drivers and staff for this purpose. Commissioner Shimabuku asked if the City would have a say in how the buses would be used by the County and if CTS would be available to take clients to shelters. Mrs. Caffey said in her experience in law enforcement and later as a response person to Hurricane Katrina, city equipment is commandeered by the government agency in charge of the emergency and they make the decisions on how the equipment will be used. Buses are most often used for evacuations, as ambulances, and for moving emergency personnel into the area. Chair Friedt asked Mrs. Caffey to add a comment on the CTS web site about how CTS buses might be used in the event of an emergency and to expect that in such a situation, CTS may not be available to provide regular transportation service.

Commissioner Trelstad reported that there is no major road construction planned on OSU property this summer. There is some talk about getting 26<sup>th</sup> & Western repaired before football season, but no specifics have been made public. He reported that the Into OSU building is scheduled to open in September.

Mr. Bates reported that construction on 9<sup>th</sup> Street between Jefferson & Monroe will begin next week and will hopefully be complete before Fall Festival. This is a reconstruction project so it will take longer than grind and inlay road work. Commissioner Wilson noted that the new design will include bike lanes.

Chair Friedt reported that Saturday service for the Linn-Benton Loop will most likely be cut, due to a lack of BETC money and a possible \$30,000 accounting error. He reported that Loop ridership has been up because of the increase in students at OSU. Mr. Bates asked if OSU has a group pass with the Loop that would contribute to their budget. Commissioner Trelstad said it is called a group pass but it is really a direct contribution rather than a group pass. Chair Friedt noted that several recent national articles said that other transit systems are facing major ridership increases coupled with funding issues.

## **VIII. Pending Items**

None.

## **IX. Adjournment**

**Commissioner Wilson and Vice-Chair Hyne, respectively, moved and seconded that the meeting be adjourned. The motion passed unanimously.**

The meeting was adjourned at 9:16 am.

**NEXT MEETING: August 10, 2011, 8:20 am, Madison Avenue Meeting Room**

## MEMORANDUM

DATE: August 9, 2011  
TO: CACOT Members  
FROM: Tim Bates, Transit Coordinator  
SUBJECT: Information Sharing Report

**New CACOT Commissioners** - Staff is pleased to announce that Kriste York and Robert Monasky have been confirmed as CACOT commissioners.

**Ridership** - Percentage changes are based on rides per service hour due to the differences in days of service and revised routes effective September 22, 2008.

- **CTS provided 72,161 rides in July, an average of 34.4 rides/service hour, a 43.3% increase from July, 2010.** Ridership for July, 2010 was 54,310, an average of 24.0 rides/service hour.
- **Philomath Connection provided 2,031 rides in July, an average of 15.6 rides/service hour, a 25.9% increase from July, 2010.** Ridership for July, 2010 was 1,769, an average of 12.4 rides/service hour.
- **CTS's Benton County Fair Shuttle** provided 1,005 rides for 32 hours of service, an average of 31.4 rides/service hour. Comparable Fair Shuttle ridership numbers from previous years were unavailable at the time this document was complete.
- **On the Sunday of daVinci Days, CTS** provided 738 rides, an average of 12.9 rides/service hour, a 10.4% decrease from July, 2010. Ridership for July, 2010 was 818, an average of 14.4 rides/service hour. It should be noted that the weather was very rainy that day.
- **Dial A Bus** - 461 ADA paratransit rides were provided in July. 559 rides were provided July, 2010.

### **Follow-up on issues presented at the July CACOT meeting.**

- Satellite Transit Centers - No news to report.
- Park & Ride Locations - No news to report.
- DTC Behavioral Issues - First Student staff reports no increase in disruptive behavior at the DTC or aboard CTS buses. In fact, First Student drivers report there was a decrease in July compared to previous months.

# Corvallis Transit System FY11-12 Budgeted Revenues and Expenses

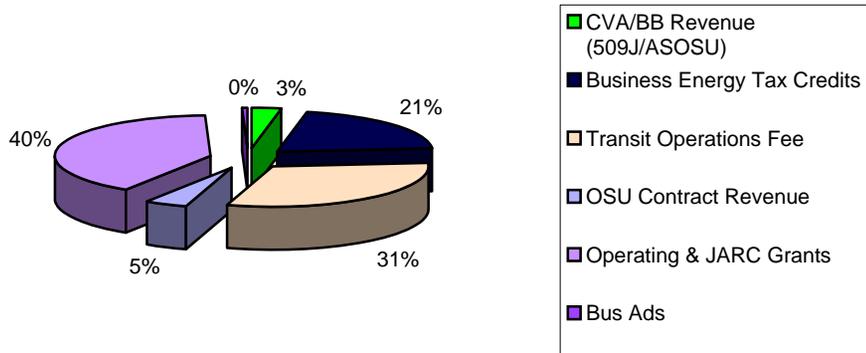
<u>Budgeted Revenue 11-12 *</u>	<u>Amount</u>	<u>Percent</u>
CVA/BB Revenue (509J/ASOSU)	\$82,910	3%
Business Energy Tax Credits	\$589,000	21%
Transit Operations Fee	\$ 879,300	32%
OSU Contract Revenue	\$130,000	5%
Operating & JARC Grants	<b>\$1,144,864</b>	42%
Bus Ads	\$12,000	0.44%
<b>Total</b>	<b>\$ 2,755,164</b>	<b>100%</b>

\* Does not include Capital, Philomath, or STF revenues

<u>Budgeted Expenses 11-12</u>	<u>Amount</u>	<u>Percent</u>
Personal Services	\$261,320	10%
Biodiesel Fuel	\$262,700	11%
Operations Contract	\$1,400,000	56%
Vehicle Maintenance Contract	\$220,000	9%
Misc Services **	\$122,950	5%
Utility/Overhead/Training	\$159,950	6%
Beaver Bus (ops & maint)	\$63,490	3%
<b>Total</b>	<b>\$ 2,490,410</b>	<b>100%</b>

\*\* Includes Paratransit, Printing, Advertising, Janitorial Services, LB Loop support, etc.

FY 11-12 CTS Budgeted Revenue



FY 11-12 CTS Budgeted Expenses

