

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
AGENDA**

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

- I. INTRODUCTIONS
- II. APPROVAL OF MINUTES
August 10, 2011 (there was no Sept. meeting)
- III. CACOT/VISITOR'S COMMENTS
- IV. OLD BUSINESS
- V. NEW BUSINESS
Update from First Student on Operational Matters
- VI. INFORMATION SHARING
- VII. COMMISSION REQUESTS AND REPORTS
- VIII. PENDING ITEMS
- IX. ADJOURNMENT

Future Meetings:

Wednesday, November 9, 2011, 8:20 a.m., Madison Avenue Meeting Room
Wednesday, December 14, 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
August 10, 2011**

Present

Stephan Friedt, Chair
Susan Hyne, Vice Chair
Robert E. Wilson
Kriste York

Staff

Tim Bates, Public Works
Brie Caffey, Public Works

Absent

Mike Beilstein, Council Liaison
Robert Monasky
Ray Shimabuku
Brandon Trelstad

Visitors

None

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Introductions	X		
II. Approval of July 13, 2011 Minutes			Approved.
III. CACOT/Visitor Comments	N/A		
IV. Old Business	N/A		
V. New Business	N/A		
VI. Information Sharing	X		
VII. Commission Requests and Reports	X		
VIII. Pending Items	N/A		
IX. Adjournment			Adjourned at 9:02 a.m.

CONTENT OF DISCUSSION

I. Introductions

The meeting was called to order at 8:20 am by Chair Friedt. Introductions of Commission members and staff were made. Chair Friedt welcomed new Commission member Kriste York.

II. Approval of Minutes

Commissioner Wilson requested a correction to the July 13th minutes regarding his request for budget information. The meeting recording confirmed that the original

request was monthly, however during a discussion of the topic, the Commission agreed that annual budget information is most appropriate. **With the understanding that staff would provide information annually, Commissioners Wilson and Trelstad, respectively, moved and seconded to approve the July 13, 2011 minutes. The motion passed unanimously.**

III. CACOT/Visitor Comments

None.

IV. Old Business

None.

V. New Business

None.

VI. Information Sharing

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

Mr. Bates confirmed that Kriste York and Robert Monasky have been appointed to CACOT by City Council. The application of Evan Sorce, ASOSU representative, is still pending.

Mr. Bates reported that staff is moving forward with an ARRA grant-funded project to refurbish old bus shelters and install them at three locations on the Philomath Connection route, as well as relocate an orphaned shelter on Research Way to a high-use bus stop on Arnold Blvd. CTS has three additional shelters; however, funding for their refurbishment and placement is uncertain. Vice Chair Hyne reminded staff that shelter changes need to be added to Google Transit.

Chair Friedt commented that the increased summer ridership raises additional concerns for fall ridership, when OSU students return. Vice Chair Hyne asked if there had been any feedback from drivers since the Opticom training. Mr. Bates reported that two drivers said it seems to be working. Mr. Bates sent a follow-up email to First Student reminding drivers to call CTS if they feel the system is not working at all, or not working at a particular intersection, and staff will investigate. So far, there has been no response to the email.

Mrs. Caffey reported that the only comments received about the Benton County Fair shuttle service were a few calls that groups of children in day camps were not able to take advantage of bus/shuttle service to the fair because the fair opened at noon (making the C3 route too early or too late to use). The shuttle hours were 3:30 pm to 11:30 pm, and 4:30 pm to 12:30 am, so groups wanting to visit during the day and return home by 5 pm really didn't have a good option to ride. Mr. Bates said we might consider breaking up the hours of service next year in order to accommodate these groups. Vice-Chair Hyne suggested that staff work with Benton County next year to coordinate the shuttle hours with fair events.

Chair Friedt asked if the City paid for the Benton County Fair shuttle service. Mr. Bates said it was paid for by the City as a “special service” and funded by taking a few hours away from the Holiday Trolley service. Commissioner Wilson asked if charter rules were still in effect. Mr. Bates reported that they are, making it impossible for Benton County to pay the City for the eight hours a day of service without the City having to operate under charter rules.

Mr. Bates reported that the CTS Trolley was used for the Benton County Fair shuttle. CTS has long had issues with the Trolley’s lift, however the City’s mechanic worked on the lift and believes that the problem has been diagnosed and fixed.

Mr. Bates reported that the City was awarded a JARC grant of approximately \$90,000 a year, about half of what we requested. We have also received an additional \$210,000 in our 5307 allocation from the FTA because the system met certain performance criteria. This additional funding allowed Adair Village to access a portion of our JARC grant in order maintain Benton County’s 99 Express. In response to a question, Mr. Bates said there are five benchmarks and CTS met two of them, classifying us as a “small transit intensive service.” Vice Chair Hyne asked if we are close to hitting other benchmarks. Mr. Bates said he wasn’t sure but could find out. He said even if CTS did receive more funding, it still requires a local match, which has become more difficult to find.

Chair Friedt asked if the Transit Operations Fee (TOF) was tracking as expected, with revenue amounts achieved as anticipated. He noted that we are anticipating an increase due to the increase in gas prices. Mr. Bates responded affirmatively. Commissioner Wilson noted that the TOF is probably CTS’s strongest revenue source because it is controlled and collected locally.

Mr. Bates mentioned that CTS bus ads may seem more political in nature, soon. He said the City’s attorney has approved at least one ad that would have previously been declined, based on the outcome of a recent Portland lawsuit regarding such ads. Our attorney will follow the appeals of that decision to see how it might impact CTS and if necessary, we will revise our Council policy. Commissioner Wilson asked if that is why the ad revenue was listed as only \$12,000. Mr. Bates said the \$12,000 is an underestimate and he anticipates more revenue but in setting the annual budget, this is the lowest expected revenue. Commissioner Wilson said, if asked about bus ads, CACOT members might mention that ads are an important revenue stream for items such as bus shelters.

Commissioner Wilson asked for information on the cost of biodiesel compared to regular diesel. Mr. Bates said the price fluctuates but is comparable to regular diesel and has been running at about \$3.00 per gallon. He said CTS has a commitment to using 20% biodiesel, but is forced to switch to 5% when the weather turns cold because coagulation causes engine trouble. Mrs. Caffey explained that biodiesel is a much cleaner burning fuel than regular diesel, and is made from a mix of regular diesel combined with processed additives like vegetable oil, animal fats, even algae, however the biodiesel used by CTS is made from soybeans.

VII. Commission Requests and Reports

Vice Chair Hyne asked if CTS would be participating in World Car Free Day. Mr. Bates confirmed that staff would be manning a checkpoint once again at the DTC, handing out healthy snacks and drinks while representatives from a local bicycle store offered free bicycle mechanical checks and repairs. Vice Chair Hyne asked if the bus head signs could be changed to read "Car Free Day." Chair Friedt suggested they simply read, "Free." Mr. Bates said he was uncertain but would look into it.

Commissioner Wilson asked if the construction on 9th Street had been disrupting bus service. Mr. Bates reported that CTS has not received any word of issues with the detours thus far. It is our understanding that the construction will be completed before the weekend of Fall Festival.

VIII. Pending Items

None.

IX. Adjournment

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

The meeting was adjourned at 9:02 am.

NEXT MEETING: September 14, 2011, 8:20 am, Madison Avenue Meeting Room