

Approved

March 10, 2010
by CACOT

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
MINUTES
January 13, 2010**

Present

Stephan Friedt, Vice-Chair
Susan Hyne
Tom Kincaid
Brandon Trelstad
Ray Shimabuku
Robert E. Wilson
Hal Brauner, Council Liaison

Staff

Tim Bates, Public Works
Cindy Hallett, Public Works

Visitors

Dean Codo

Absent

Bob Lowry, Chair
Paul Aljets, ASOSU

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Introductions	X		
II. Approval of December 9, 2009 Minutes			Approved
III. CACOT/Visitor Comments	X		
IV. Old Business <ul style="list-style-type: none">• Possible Park & Ride Locations• Sale of Day Passes• Beaver Bus Monitors	X X	X	
V. New Business <ul style="list-style-type: none">• Possible Satellite Transit Centers• Recommendation to Urban Services Committee re: Bus Advertising		X	Recommended continuation of Bus Advertising, with verbiage changes to the written policy.
VI. Information Sharing <ul style="list-style-type: none">• Written Report	X		
VII. Commission Requests and Reports			N/A
VIII. Adjournment			Adjourned at 9:16 a.m.

CONTENT OF DISCUSSION

I. The meeting was called to order at 8:24a.m. Introductions of Commission members, staff, and visitors were made.

II. Approval of Minutes

Commissioners Hyne and Kincaid, respectively, moved and seconded to approve the December 9, 2009, minutes. The motion passed unanimously.

III. CACOT/Visitor Comments

- Dean Codo, a self-described pedestrian, bicyclist and transit user, addressed the Commission to bring attention to obstacles in getting to bus stops. He is aware that Corvallis Fire Department is charged with responding to complaints of vegetation in the right-of-way. He specifically mentioned the southwest corner of 29th Street and Fillmore Avenue as being an ongoing problem, explaining that the process has taken over a year and still has not been resolved. Councilor Brauner said there will be a proposal to the Administrative Services Committee for a utility fee that would better fund the City's ability to handle right-of-way issues. Mr. Codo said he had suggestions to be included on the next transit map/schedule printing. He was directed to email those suggestions to Ms. Hallett. Mr. Codo said he would also like all buses that service the Good Samaritan/Corvallis Clinic area to run the same direction of travel for simplicity sake.

IV. Old Business

- Possible Park & Ride Locations - Mr. Bates has not received any suggestions from the Commission. Vice-Chair Friedt tabled this item until the next meeting.
- Sale of Day Passes on Buses - The City's Finance Department approved the sale of day passes by CTS drivers on buses. Each driver will be given a book of 100 day passes and a reconciliation process has been established to track passes sold. For the first few months that passes are sold, Mr. Bates will report the number of days passes sold aboard buses at each meeting. Notices will be posted on the fare box, on the website and future map/schedules to highlight onboard sales.
- Beaver Bus Monitors-Associated Students of Oregon State University (ASOSU) applied for and was granted funds to provide onboard Beaver Bus monitors for the rest of the service year. ASOSU is currently working on hiring the monitors. For service year 2010-11, staff is working on securing an answering service that will provide after hours information to callers. Staff is also working on deployment of a GPS tracking device that the answering service would use to determine the location of buses to respond to callers inquiries.

V. New Business

- Possible Satellite Transit Centers in Corvallis - This item was requested by Chair Lowry. Vice-Chair Friedt tabled this item until the February meeting.
- Recommendation to Urban Services Committee re: Bus Advertising - Mr. Bates reviewed the current policy for Advertising on Corvallis Transit System Buses that appears in the *City of Corvallis Council Policy Manual* (Policy). Public Works Director Steve Rogers

will present this policy in March to the Urban Services Committee per the triennial review requirement. The Commission recommended a change of verbiage on page 4 of 6 , Category 13. The Policy states that no advertisement will be displayed or maintained if the advertisement or information contained in it falls within one or more of the following categories: Category 13, titled “‘Adult’-oriented goods or services”, currently forbids “films rated ‘X’ or ‘NC-17’”. Staff recommended amending the language to forbid “material rated ‘X’ or ‘NC-17’ or equivalent”. Mr. Bates stated that the City’s bus advertising contractor, Lamar Advertising, sends proofs of all ads for final approval to staff before affixing them to CTS buses. Commissioner Hyne said she has read about concerns in other transit agencies regarding advertising wraps covering the windows and/or distracting drivers. Mr. Bates said the policy already addresses those concerns.

Commissioners Trelstad and Wilson, respectively, moved and seconded to recommend a continuance of the policy for Advertising on Corvallis Transit System Buses, with verbiage corrections. The motion passed unanimously.

VI. Information Sharing

Mr. Bates reviewed the Information Sharing Report.

Follow-up issues

- In response to a concern expressed by Vice-Chair Friedt that some Corvallis School District students may have been denied rides because they could not produce a student ID card, the policy was altered to allow middle school students to ride without their student body id card. All drivers received notification of the policy change.
- First Student and VIS issues- Mr. Bates has been in touch with First Students’ mechanic to insure that VIS issues on each bus has been addressed. There is the possibility of another round of ARRA funds being made available in the near future and staff has discussed that some of the funds could be used to replace the current VIS system.
- Google Transit - Ms. Hallett will begin contacting Google Transit daily by phone or email in an effort to expedite the placing of CTS’s maps and schedules on Google Transit. Mr. Bates and Ms. Hallett will input the latest updates and changes to the information before it goes live on Google Transit.

VII. Commission Requests and Reports

- None.

VII. Adjournment

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

The meeting was adjourned at 9:16 a.m.

NEXT MEETING: March 10, 2010, 8:20 a.m., Madison Avenue Meeting Room