

**Approved**

January 13, 2010  
by CACOT

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT  
MINUTES  
December 9, 2009**

**Present**

Bob Lowry, Chair  
Stephan Friedt, Vice-Chair  
Susan Hyne  
Tom Kincaid  
Robert E. Wilson  
Hal Brauner, City Councilor

**Absent**

Paul Aljets, ASOSU  
Brandon Trelstad  
Ray Shimabuku

**Staff**

Tim Bates, Public Works  
Cindy Hallett, Public Works

**Visitors**

Ali Bonakdar, Corvallis Area Metropolitan  
Planning Organization (CAMPO)  
Patti Hance, First Student, Inc.

**SUMMARY OF DISCUSSION**

<b>Agenda Item</b>	<b>Information Only</b>	<b>Held for Further Review</b>	<b>Recommendations</b>
I. Introductions	X		
II. Approval of October 14, 2009 Minutes			Approved
III. CACOT/Visitor Comments	X		
IV. Old Business			N/A
V. New Business <ul style="list-style-type: none"><li>• Possible Park &amp; Ride Locations</li><li>• Sale of Day Passes on Buses</li> <li>• Beaver Bus Monitors</li></ul>		X	<ul style="list-style-type: none"><li>• Staff will investigate options</li><li>• Approved staff proposal to sell day passes on buses</li><li>• Accepted staff recommendation to not require monitors starting FY10/11. Staff will provide a summary of options.</li></ul>
VI. Information Sharing <ul style="list-style-type: none"><li>• Written Report</li><li>• Outcome of Staff's meeting with FTA re: Operation &amp; Maintenance Facility Grant</li></ul>	X X		
VII. Commission Requests and Reports	X		
VIII. Adjournment			Adjourned at 9:40 a.m.

## CONTENT OF DISCUSSION

**I.** The meeting was called to order at 8:28 a.m. Introductions of Commission members, staff, and visitors were made.

### **II. Approval of Minutes**

**Commissioner Hyne and Vice-Chair Friedt, respectively, moved and seconded to approve the October 14, 2009, minutes. The motion passed unanimously.**

### **III. CACOT/Visitor Comments**

None

### **IV. Old Business**

None.

### **V. New Business**

**Possible Park & Ride Locations** - Ali Bonakdar, Director, Corvallis Area Metropolitan Planning Organization (CAMPO) addressed the Commission. The September, 2006 CAMPO Regional Transportation Plan identified possible Park & Ride lots at the periphery of the CAMPO area: west of Philomath at 15<sup>th</sup> & Applegate, the west end of Philomath where Hwy 34 and Hwy 20 "Y", the Fish and Wildlife site in Adair Village, and south Corvallis at Hwy 99W and Airport Drive. CAMPO tried unsuccessfully acquiring the location in Philomath with stimulus funds. In response to a question about the cost to acquire a Park & Ride location, Mr. Bonakdar stated the least expensive option would be a "friendly agreement" from a business to allow five or so cars to park in vacant spaces. The most expensive option would be the purchase of an acre parcel with lighting and emergency phone.

Chair Lowry said Lane County has 23 Park & Ride locations, using churches and shopping center parking with the permission of the property owners. Mr. Bates stated that he spoke with the property manager of Sunset Shopping Center at 53<sup>rd</sup> Street and Philomath Boulevard about the possibility of using several parking spaces in the property's parking lot for Park & Ride commuters. He is considering the request and will get back to Mr. Bates. If Commissioners let Mr. Bates know of potential sites he will make contact with property owners. Commissioner Hyne would like to include bike parking when Park & Rides are considered. Commissioner Wilson would like the Downtown Parking Committee informed of any potential Park & Ride ideas.

**Sale of Day Passes on Buses** - Mr. Bates reported staff has spoken with the City's Finance Director on the feasibility of allowing CTS drivers to sell day passes aboard buses. Riders would need exact fare and no change would be given by drivers. For tracking purposes, the passes could be assigned to drivers or to a specific bus. Vice-Chair Friedt suggested numbering them sequentially. Some Oregon transit agencies require payment for a transfer which then becomes a rider's day pass. The Commission prefers keeping transfers free and

allowing drivers to sell day passes as a separate transaction. Commissioner Hyne asked about the possibility of discounting day passes if purchased at City Hall. Mr. Bates responded that he believes they are already discounted because they allow for unlimited rides on that day.

**Vice-chair Friedt and Commissioner Kincaid, respectively, moved and seconded that drivers be allowed to sell Day Passes aboard CTS buses for exact change.**

Councilor Brauner stated that this motion is an administrative rule and would not need to go before City Council.

**The motion passed unanimously.**

**Beaver Bus Monitors-** Mr. Bates reviewed the Staff report. Visitor Patti Hance, First Student's Driver Trainer, reported that Beaver Bus drivers unanimously believe that monitors aboard Beaver Bus routes are not needed. The drivers feel that in some instances the monitors can be more of a negative influence than a positive one because in the past they have tended to escalate, rather than calm, a potentially volatile situation. In case of emergencies, drivers carry a cell phone and there is radio contact between the two Beaver Bus drivers.

**Commissioner Wilson and Vice-chair Friedt, respectively, moved and seconded, to accept Staff's recommendation that the Beaver Bus not have monitors for service starting the 2010-11 year. The motion was approved unanimously.**

Mr. Bates reviewed alternatives to hotline phone coverage that staff has explored. A telephone answering service could answer the hotline and contact the drivers to determine the location of a bus. A hands-free Blue Tooth would allow drivers to answer calls from an answering service, or the service may be able to log into a website to locate the bus. Another possibility is a GPS device with "panic button" which sits on the dash of the bus. The answering service and G.P.S. would cost \$2,000 for 9 months; using First Student dispatch would be approximately \$7,000. A decision needs to be made before the City's presentation to OSU's Student Incidental Fee Committee (SIFC) in February, 2010, at which staff will propose the per student per term fee for 2010-11 Beaver Bus service. Chair Lowry asked staff to summarize options and report to the Commission.

## **VI. Information Sharing**

**Mr. Bates reviewed the Information Sharing Report. Additional information:**

- Men's and Women's Cold Weather Shelter - There have been some issues with shelter riders congregating at the DTC well before the departure of their buses. Staff has consulted with the directors of the shelters and First Student now has the contact numbers for the directors should any further issues arise.
- On-time performance - Routes 4 and 8 have heavy wheelchair usage along Highland Avenue/Linus Pauling and Stoneybrook/Country Club Drive, making it difficult to stay on time. Drivers have stated it takes approximately five minutes to load and unload each wheelchair rider. Low floor buses are currently used on high wheelchair usage routes because they are more efficient in loading wheelchair riders.

- Staff is working on an Administrative Rule for ADA policies which would address bikes, Segways, etc. being allowed inside the bus.
- Outcome of staff's meeting with the FTA re Operations & Maintenance Facility Grant - Mr. Bates reported that the grant was not to build a facility but to identify sites and potential partners and do the preliminary engineering/environmental study on the selected site. CTS is planning to partner with the City's Public Works Department to build the facility at the Public Works shops/office property and the FTA has tentatively accepted this approach.

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

- Vice-Chair Friedt asked if all drivers are handling the 509J group pass riders consistently. Some drivers are questioning if students are in private or public school and then charging the private school attendees. Mr. Bates said this is the proper protocol, as 509J attendees are the only students covered by a Transit Group Pass program. Mr. Bates said he would reiterate the policy with First Student.
- Bus 750 has an inoperable interior sign display. Vice-chair Friedt would like an inventory of VIS equipment that is not working on the buses. Mr. Bates said he is in daily contact with the mechanic and would instruct the mechanic to make all VIS equipment operational in every bus.
- Commissioner Hyne asked to have an update on Google Transit as a regular Information Sharing Report item. She also asked staff to continue to try to determine when the City's transit information will be placed on Google Transit. Staff agreed to follow up.

## **VII. Adjournment**

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

The meeting was adjourned at 9:40 a.m.

**NEXT MEETING: January 13, 2010, 8:20 a.m., Madison Avenue Meeting Room**