

APPROVED

May 14, 2008

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
MINUTES
February 13, 2008**

Present

Bob Lowry, Chair
Lita Verts, Vice-Chair
Stephan Friedt
Brandon Trelstad
George Grosch, City Councilor
Rick Crawford, ASOSU

Staff

Jim Mitchell, Public Works
Tim Bates, Public Works
Cindy Hallett, Public Works

Visitors

Susan Hyne

Absent

Scott Carroll
Robert E. Wilson

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Introductions	X		
II. Approval of January 9, 2008 Minutes			Approved.
III. CACOT/Visitor Comments	X		
IV. Old Business	X		
V. New Business			
• Service enhancement process discussion	X		
VI. Information Sharing			
• Written Report	X		
• Student Enhancement Fee	X		
• CTS Repair Issues	X		
VII. Adjournment	X		Adjourned at 8:55 a.m.

CONTENT OF DISCUSSION

I. Introductions

The meeting was called to order at 8:15 a.m.

Introductions of Commission members, and staff were made.

II. Approval of January 9, 2008 Minutes

Commissioners Verts and Friedt, respectively, moved and seconded that the Commission recommend approval of the January 9, 2008 minutes. The motion passed unanimously.

III. CACOT/Visitor Comments

Mr. Bates reported that Commissioner Harrod has resigned. Susan Hyne has expressed an interest to the Mayor and is waiting to hear if she will be appointed by the Mayor to the Commission.

IV. Old Business

Linn-Benton Loop Reconfiguration

Mr. Mitchell reported he, Ms. Namba and Mr. Bates met with Linn Benton Loop Coordinator Ted Frazier and CAMPO Director Ali Bonakdar, regarding the pending Linn-Benton Loop reconfiguration. They reviewed issues involved with the proposed route revisions. Mr. Frazier will have a Loop bus test run the routes in both the morning and evening to get a better feel for time and turning movements. The turn from SW 5th to SW Jefferson Avenue is difficult, turning from SW 5th to SW Washington Avenue is a more preferable movement. The City has indicated a willingness to remove some parking on NW 5th to allow the turn from NW Harrison Boulevard. Depending on the reconfiguration, there may be two Loop stops at the Downtown Transit Center, one on SW Monroe Avenue and the other on SW 5th in front of the old Moose building. More information will be provided at the next meeting.

V. New Business

Service Enhancement Discussion

Councilor Grosch reported the Budget Commission recommended the \$180,000 enhancement for transit be included in the FY 08-09 City budget, which will return to the Budget Commission in May. Transit enhancements recommended by the Budget Commission were \$180,000 for expanded transit services and \$20,000 for the Beaver Bus.

Mr. Mitchell presented a proposed time line, public process and possibilities for implementation of the \$180,000 enhancement:

- March-April - Either use a charrette (small work groups with public input) or

CACOT/staff and Route Revision Subcommittee to review alternatives and produce recommendations.

- May 14 - CACOT review/approve alternatives. Develop on-board survey to get response from current riders.
- Late May - Public meeting for community feedback and ideas.
- June 11 - CACOT review of surveys and public meeting feedback, then refine to a single alternative.
- Late June - Second public meeting. Review process and recommendation(s).
- July 9 - CACOT approval of final revisions/enhancements.
- July - September - Rollout and promotion of revisions/enhancements.
- September 15 - Implement map and schedule changes before OSU begins Fall 2008 term.

Commissioner Trelstad questioned the necessity of two public meetings. Mr. Mitchell explained there may not need to be two meetings if there is a consensus from the first public meeting. The time line allows for the possibility of an additional meeting. Route revisions currently under discussion would also occur by the September 15th implementation date. Commissioner Trelstad questioned the gap between July 9th and September 15th. Funding would become available July 1st, with the possibility of implementing route changes before September 15th. Reprinting the schedule/maps, advertising and promotion will be complete by September 15th.

Steve Rogers entered.

Chair Lowry would like the time line for implementation moved up. He asked if there were a way to invite public comment by means other than a charrette. Commissioner Friedt thinks the Citizen Attitude Survey provides pertinent information. He suggested including survey questions in *the City* newsletter. Commissioner Verts thinks CACOT/staff should provide recommendations with opportunity for input from the general public. Commissioner Trelstad questioned the process of a charrette. Mr. Mitchell explained the process involves acquiring a facilitator, defining guidelines, and breaking into groups to come up with design ideas and alternatives. This process may take longer than having CACOT/staff prepare the alternatives. Mr. Mitchell spoke about the use of an on-board survey to gather input to the process. Chair Lowry suggested the possibility of using a marketing class from Oregon State University or Linn-Benton Community College to provide and staff the on-board survey. Commissioner Friedt indicated his support for this approach. The Commission agreed to the time line. Staff will look at ways to gather information from the public to develop alternatives.

Hewlett-Packard Survey

Mr. Bates reported the Hewlett-Packard electronic survey was distributed to HP employees. The survey regarded breaking Route 1 into two separate routes of 40 minutes and 20 minutes. Mr. Bates has received 60 responses so far. He will cull the results and present them to the Route Revision Subcommittee during its February meeting.

VI. Information Sharing - Written Report

- **Enhancement Request Approval ASOSU Beaver Bus** - The \$20,000 enhancement request was approved by the Budget Commission and will go back to the Budget Commission in May, then to City Council in June.
- **Beaver Bus** - Commissioner Friedt is concerned that drivers have no communication on buses since there is no dispatcher on duty and drivers do not carry cell phones. ASOSU monitors are not on buses at all times. Mr. Crawford relayed that ASOSU is hiring more monitors. Mr. Bates will speak with First Student about this matter.
- **Summer Youth Transit Program** - The program will run June 2nd to September 2nd.
- **Ridership** - Commissioner Verts has seen several ads on OSU's campus promoting the Beaver Bus.
- **Student Incidental Fee** - Mr. Mitchell reported that discussions have begun for the Student Incidental Fee Committee for 2008/2009. Ryan Horton, ASOSU Executive Director of Finance, will present the proposal to the committee on February 22nd. Currently the rate is \$2.41 per term; the proposed rate for 2008/2009 would be \$2.50 per term.
- **Repair Issues** - Commissioner Friedt stated that one of the low floor buses has a ramp that won't retract without the driver using a hook to retract it. He also said drivers report that one of the new buses has a GPS unit that is not working. Mr. Bates will speak with First Student.

VII. Adjournment

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

The meeting was adjourned at 8:55 a.m.

NEXT MEETING: March 12, 2008, 8:15 a.m., Madison Avenue Meeting Room.

For a copy of the Information Sharing Report, contact Tim Bates at Public Works, 541-766-6916.