

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
MINUTES
April 9, 2008**

Present

Bob Lowry, Chair
Lita Verts, Vice-Chair
Stephan Friedt
George Grosch, City Councilor
Susan Hyne
Brandon Trelstad
Robert E. Wilson

Staff

Lisa Namba, Public Works
Tim Bates, Public Works
Cindy Hallett, Public Works

Visitors

Dr. George L. Norek
Tad Abernathy

Absent

Rick Crawford, ASOSU

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Introductions	X		
II. Approval of February 13, 2008 minutes March 12, 2008 minutes	X	X	Held until May meeting Approved, as amended
III. CACOT/Visitor Comments • Dr. George Norek, CACOT Commissioner Applicant • Tad Abernathy Commissioner Applicant	X X		
IV. Old Business • Route Revision Subcommittee	X		
V. New Business • Proposal of fee for replacement of lost CTS passes			Approved
VI. Information Sharing	X		
VII. Adjournment	X		Adjourned at 9:16 a.m.

CONTENT OF DISCUSSION

I. Introductions

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

Introductions of Commission members, visitors and staff were made. Susan Hyne was welcomed as a new Commission member.

II. Approval of Minutes

Commissioners were provided the February 13 minutes at the March 12 meeting, but there was no quorum. They will be provided again to Commissioners and placed on the May agenda for approval.

Approval of March 12, 2008 minutes

The minutes shall be amended to reflect the following:

“He stated that he’d spoken with many students and that the feedback he’d received was that, of the student fees, the two essential and best value fees are for student health and transportation.”

Chair Lowry and Vice-Chair Verts, respectively, moved and seconded that the Commission approve the February 13, minutes, as amended. The motion passed unanimously.

III. CACOT/Visitor Comments

Dr. George Norek is interested in becoming a CACOT Commissioner. Dr. Norek presented his ideas for future schedules/maps, including: displaying time points on the route map instead of in the margins; displaying route numbers on the directional arrows; identifying shelter locations; providing the ability to print individual routes from the City’s website (currently the entire map must be printed); a card-sized wallet map; more shelters; a loop for shoppers that would cut across multiple routes of the city; and increased bike capacity on buses. Commissioner Hyne suggested that Dr. Norek meet with her and staff to review the history of CACOT, route revisions, and other issues related to the transit service.

Tad Abernathy, owner of American Family Insurance, expressed his interest in becoming a Commission member.

Commissioner Friedt would like to be a part of the group that meets with Dr. Norek. Mr. Bates will type up the information provided by Dr. Norek and set a time to meet. Dr. Norek questioned if there are better stops to connect routes, park and ride areas, and if the biofuel used by the buses is carbon-neutral. Staff answered that the subcommittee is currently studying better connectivity of routes, the only current park and ride area is the

Rite-Aid parking lot on Circle and 9th, and the biofuel used contains 20% soy..

Chair Lowry suggested a “Pharmacy Guide” route map which would be funded by participating pharmacies. The route map would list the pharmacy names on the map with advertising from the pharmacies surrounding the map.

Chair Lowry wanted to raise, for the record, the possibility of designating the low floor buses for high-use wheelchair routes.

IV. Old Business

Route Revision Subcommittee Update

Mr. Bates reported the subcommittee has been meeting weekly and most recently reviewed Routes 3 and 8. Staff will test-drive the proposed routes with a bus on April 10th. Route 3 in Southwest Corvallis is proposed to be a 30-minute service, and Route 8 is proposed to be replaced with a commuter service running twice in the morning and twice in the afternoon. Proposed changes for Route 1 include splitting the route into a 40-minute route between Timberhill Shopping Center and the Downtown Transit Center (DTC), which would enable quicker access from the NW Witham Hill area to OSU, and a 20-minute route from the DTC along NE 2nd Street to Hewlett Packard (HP). An additional east/west run would travel along NW Walnut Boulevard from Timberhill Shopping Center to HP. Final subcommittee route recommendations will be presented at the May CACOT meeting. A public meeting will take place in late May at which citizens can comment on the route proposals. Commissioner Wilson reminded the Commission that the group has gone on record many times stating that a top priority is on-time service. He would like the presentation on the revisions to reflect how the \$180,000 budget enhancement is being spent. The subcommittee will continue to meet on Fridays, with the last meeting May 2nd.

V. New Business

Proposal of fee for replacement of lost CTS monthly passes

Mr. Bates presented a fee schedule for CTS bus pass replacements to address a recent increase in requests for pass replacements. The policy will ease people into the replacement fee with passenger circumstances taken into consideration. This fee is intended to cut down on the number of fraudulent or stolen cards and is not intended as a revenue source. Commissioner Hyne suggested the first replacement should be free of charge. Staff said there will be a grace period when the policy is first implemented.

Commissioners Wilson and Trelstad, respectively, moved and seconded that the Commission approve the fee replacement schedule recommended by staff.

Discussion ensued. Councilor Grosch questioned the cost or availability of magnetic cards. Staff answered that cost is the overriding factor in implementing magnetic cards.

The motion passed unanimously.

VI. Information Sharing

CTS/ASOSU Transit Advisory Committee - Mr. Bates met with ASOSU Executive Secretary Meagan Thomas on April 8th to discuss the formation of this committee. The committee will meet at least 2 more times before OSU's school year ends. Councilor Grosch suggested having the committee meet with CACOT once or twice a year. This group will not make recommendations to the Student Incidental Fee Committee (SIFC) but could be the body that represents CTS during presentations to the SIFC.

Beaver Bus - Service resumed March 13th with a 30% increase from March, 2007.

No Smoking - Chair Lowry asked if there is a new state law with an ordinance of clean air. Councilor Grosch stated the City normally goes with the stricter law adopted by the state of Oregon. Mr. Bates suggested the possibility of establishing a smoking area near the benches in the southwest corner of the DTC.

CACOT Vacancies - Susan Hyne has filled the vacancy left by Scott Carroll. There will be one vacancy when Vice-Chair Verts' term expires June 30, 2008. Dr. Norek and Mr. Abernathy have both expressed interest in serving on the Commission. Commissioner Friedt questioned if a special-needs person has applied. Mr. Bates reported none has applied so far.

Group Pass Program - Ms. Hyne asked about the group-pass program and if the yearly fees would be changing in fiscal year 2008-09. Ms. Namba is considering reducing the rate and favors changing from an adjustable rate to a flat fee. Ms. Hallett is available to provide outreach services to group-pass program members to help increase awareness, answer questions or concerns, and help with educating new employees/users, with the goal of increased ridership. In response to a Commissioner concern that the rate seems low, Ms. Namba stated that the per-employee rate reflects the low percentage of employees who ride. Vice-Chair Verts thinks routes should go up to the hospital earlier in the day to make CTS service more appealing to group-pass members, Good Samaritan Hospital and Corvallis Clinic. Commissioner Friedt asked how often the rate schedule is updated. Ms. Namba stated it is updated every couple of years. Staff is considering including the Philomath Connection in the group pass program.

Card readers - Commissioner Friedt will investigate and report back to the Commission. Mr. Bates will meet with Tri-Met soon and will ask about its progress with magnetic card readers.

VII. Adjournment

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

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

NEXT MEETING: May 14, 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.