

Approved

Nov. 12, 2008
by CACOT

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
MINUTES
October 8, 2008**

Present

Bob Lowry, Chair
Stephan Friedt, Vice-Chair
Tad Abernathy
Heather Bennett, ASOSU
Susan Hyne
Brandon Trelstad
Robert E. Wilson

Staff

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

Visitors

Absent

Council Liaison - Vacant

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Introductions	X		
II. Approval of August 13, 2008 Minutes			Approved
III. CACOT/Visitor Comments	X		
IV. Old Business None			
V. New Business None			
VI. Information Sharing • Written Report • Add Permanent Agenda Item - Commission Requests and Reports • Meeting Time	X		Approved Future meetings will begin at 8:20am
VII. Adjournment			Adjourned at 9:04 a.m.

CONTENT OF DISCUSSION

I. Introductions

The meeting was called to order at 8:22 a.m.

Introductions of Commission members and staff were made.

II. Approval of August 13, 2008 Minutes

Commissioners Trelstad and Wilson, respectively moved and seconded that the Commission approve the August 13, 2008 minutes. The motion passed unanimously.

III. CACOT/Visitor Comments

Chair Lowry pointed out 14th Street construction on OSU's campus was not yet complete and asked staff for an update. Ms. Namba stated the latest update she received was one week ago from Project Engineer Mike Blair, who estimated that construction should be done within one week. In the meantime staff placed a temporary CTS/Linn-Benton Loop stop, in the form of a barricade, south of the temporarily closed shelter on 15th at Jefferson Avenue. Permanent placement of the Linn-Benton Loop shelter will occur upon completion of sidewalk work on 14/15th Street between Jefferson and Monroe.

Chair Lowry asked if an individual has been identified for the vacant CACOT Commissioner position. Mr. Bates reported Mayor Tomlinson has announced an appointment and this person is expected to be confirmed at the next council meeting and be a voting member by the November CACOT meeting.

IV. Old Business

There was none.

V. New Business

There was none.

VI. Information Sharing

Mr. Bates reviewed the written Information Sharing report. Additional topics discussed are below.

- **Corvallis Transit System (CTS) and Philomath Connection (PC) Routes** - Route revisions and current maps went into effect September 22nd for CTS and the PC. There were expected glitches, such as riders getting used to the new times and stops. Staff took a lower-than-expected amount of calls from riders. Many callers expressed happiness with the new maps, citing the ease of reading the individual route maps.
- **Vehicle Information System (VIS)** - Eric Marquet from Luminator will be in Corvallis October 13th to provide training for City Transportation staff, First Student's

mechanic, and the City's Management Information Systems employees. Vice-Chair Friedt asked if the intermittent functionality of the wayside signs will be addressed. Mr. Marquet has contacted "Connexionz", the company which provided the wayside sign equipment and infrastructure, and will make every attempt to make the signs operational. Ms. Namba hired her predecessor, Jon Katin, to act as liaison in procuring a service contract with Luminator to help make CTS's VIS system fully functional.

- **Beaver Bus** - The first week of 2008-09 service had 207 rides compared to week one's 2007-08 total of 101 rides. All shelters which service the Beaver Bus have current laminated Beaver Bus signage and maps.
- **Fall Festival** - CTS provided free rides on September 27th-28th. Ridership for the 2008 Fall Festival was 3,011, compared to 2,485 in 2007.
- **Outreach and Community Events**
 - OSU Graduate Students "Welcome Fair" Event - Ms. Hallett staffed a booth at this event and handed out CTS, Beaver Bus, and PC maps while chatting with event attendees.
 - **Corvallis-Benton Chamber Coalition Greeters Meeting** - Fifty-four local business owners attended this event hosted by Ms. Hallett. All program managers from the City's Transportation Services Division presented at the meeting. Ms. Hallett thanked Lamar Advertising for donating the cost of a bus advertisement.
 - **OSU Where It's @ Beaver Fair** - Staff and Vice-Chair Friedt hosted a booth at this October 3rd event. It was very well-attended and staff spoke with many students, faculty and staff.
- **Try Transit Week** - The CTS display at Footwise on SW Madison Avenue is available for viewing from September 30th-October 13th.
- **Summer Youth Program** - This program ran June 1st - August 31st. Funding was provided by CTS, the PC and Allied Waste, which donated \$6,000.
- **Corvallis High School filming project** - A five-minute movie was filmed on CTS. The movie, which will eventually air on the public access channel, will show how to get on the bus, interpret maps, use the electric vehicle charging station, and provide information on alternative transportation's relationship to sustainability.
- **Ridership**- Commissioner Trelstad requested rides per service hour be provided along with ridership information to account for the added service hours. The first such report would include historic data. Staff agreed to include in future Information Sharing reports.
- **FTA Capital Grants** - Ms. Namba reported that the City of Corvallis has four buses allocated in the current highway bill. One has already been procured (748). The second and third have been ordered, and the federal grants awarded at a more favorable match rate of 90% federal participation rather than the usual 83%. Mr. Mitchell discovered a provision within the current federal register allowing the higher match rate for "biodiesel buses". The Gillig-manufactured buses (749 and 750) should arrive within the year, possibly next summer.
- **Discretionary Grant Training** - Staff attended this training at which Job Access Reverse Commute (JARC) and New Freedom programs were discussed. The total amount of funding available for FY 09-11 for JARC in small urban areas is expected to be approximately \$300,000. Corvallis, Bend, and Rogue Valley will all vie for these funds. Corvallis received over \$300,000 in the FY 07-09 grant cycle for JARC expenses and can expect to receive a lesser amount in 09-11. ODOT staff emphasized

that continuing to fund existing services will be a priority. Staff will be working to devise strategies for dealing with the possible reduction in JARC funding. Applications for 09-11 funding are due February, 2009.

- **Crime** - Commissioner Abernathy asked about the level crime on the buses. Mr. Bates stated that to his knowledge there have been no reports of crime on the buses or at bus stops and shelters since he began work at CTS June, 2007. There have been several harassment incidents which were dealt with swiftly by CTS drivers. In each case the offended party chose not to have the police involved. Drivers have a zero tolerance policy and are protective of their passengers and will confront the violator immediately. Drivers have radios to notify emergency personnel if necessary. Shelter vandalism has decreased in regard to glass breakage, but graffiti "tagging" is becoming more prevalent.
- **Proposed New Agenda Item** - Ms. Namba suggested a new permanent agenda item, called "Commission Requests and Reports". This would allow Commissioners to report on events or conferences attended, make requests of staff, and bring up other issues that they'd like the Commission to consider. The Commission could weigh in on the issues and determine what follow-up, if any, is appropriate by staff. This agenda item would act as a de facto "parking lot" for ideas and could help keep the Commission meetings on track. The Commission unanimously agreed to make this a permanent agenda item beginning in November.
- **Meeting Time** - Commissioner Hyne proposed moving the CACOT meetings to 8:30 a.m. to allow her and others to be on time when riding a bus that arrives at the DTC at 8:15 a.m. Commissioner Wilson suggested 8:20 a.m. The Commission agreed unanimously. Ms. Hallett will update the website, get the information to the Gazette-Times for the 'FYI' section and notify the City Manager's Office.
- **Sustainability Coalition** - Commissioner Hyne attended the Sustainability Coalition meeting October 7th. Public Works Director Steve Rogers staffed a table promoting the possibility of future fareless CTS and PC service. Commissioner Trelstad questioned the current percentage of farebox revenue in relation to the overall operating budget. Ms. Namba stated farebox revenue is approximately 10% of the overall budget.

VII. Adjournment

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

The meeting was adjourned at 9:04 a.m.

NEXT MEETING: November 12, 2008, 8:20 a.m., Madison Avenue Meeting Room

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