

CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT AGENDA

**Wednesday, August 13, 2008, 8:15 a.m.
Madison Avenue Meeting Room
500 SW Madison Avenue**

I. INTRODUCTIONS

II. APPROVAL OF MINUTES

July 9, 2008

III. CACOT/VISITOR'S COMMENTS

IV. OLD BUSINESS

V. NEW BUSINESS

- Policy to Allow a Personal Care Attendant to Ride for Free While Accompanying Disabled Rider
- Traffic Order for New Route Revision Bus Stops

VI. INFORMATION SHARING

VII. ADJOURNMENT

Future Meetings:

Wednesday, September 10, 2008, 8:15 a.m., Madison Avenue Meeting Room

Wednesday, October 8, 2008, 8:15 a.m, Madison Avenue Meeting Room

Wednesday, November 12, 2008, 8:15 a.m., Madison Avenue Meeting Room

The Madison Avenue Meeting Room is accessible to the public.
Please contact Tim Bates at (541) 766-6916
if you need special accommodations to attend the meeting.

Approved

August 13, 2008
by CACOT

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

Present

Bob Lowry, Chair
Stephan Friedt, Vice-Chair
Tad Abernathy
Susan Hyne
Robert E. Wilson

Staff

Jim Mitchell, Public Works
Tim Bates, Public Works

Visitors

Michael Helberg

Absent

Rick Crawford, ASOSU
Brandon Trelstad
George Grosch, City Councilor

SUMMARY OF DISCUSSION

| Agenda Item | Information Only | Held for Further Review | Recommendations |
|--|-------------------------|--------------------------------|---|
| I. Introductions | X | | |
| II. Approval of June 11, 2008 minutes | | | Approved, as amended |
| III. CACOT/Visitor Comments | X | | |
| IV. Old Business <ul style="list-style-type: none">Review of eligible age of "Honored Citizens" | X | | Approved recommendation to lower eligibility to 75 years of age |
| V. New Business None | | | |
| VI. Information Sharing <ul style="list-style-type: none">Written ReportRoute Revision Schedule UpdateReport to City Council | X X X | | |
| VII. Adjournment | | | Adjourned at 9:15 a.m. |

CONTENT OF DISCUSSION

I. Introductions

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

Introductions of Commission members, staff, and guests were made.

II. Approval of June 11, 2008 Minutes

Correction to June 11, 2008 minutes: Page 5, under “Summer Youth Transit Program”, shall add the words “made possible by a donation from Allied Waste Services”.

Vice-Chair Friedt and Commissioner Wilson, respectively, moved and seconded that the Commission approve the June 11, 2008 minutes, as amended. The motion passed unanimously.

III. CACOT/Visitor Comments

There were no comments.

IV. Old Business

- **Review of eligible age of “Honored Citizens”** - Mr. Bates reviewed the staff report and staff’s recommendations. Staff recommended the age for eligibility be reduced from 80 years to 75 years of age and that the name of the program be changed from “Honored Citizen” to “Honored Rider”. Mr. Mitchell explained that 10% of the demographic study were seniors. Therefore, staff took 10% of the 620,000 rides to calculate the potential loss of revenue presented in the staff report.

Vice-Chair Friedt and Commissioner Wilson, respectively, moved and seconded that the Commission accept the recommendations of staff to lower the “Honored Rider” age to 75 years of age. The motion passed unanimously.

The changes will take place in September to coincide with route and map/schedule changes.

V. New Business

None.

VI. Information Sharing

- **Charter Service Regulation** - Mr. Bates reviewed the FTA’s charter service regulations for vehicles purchased or operated with federal funds. When there is a deviation of from the established fixed routes or a third party pays for a portion of the service, the proposed service must be advertised to permit charter service operators the opportunity to indicate their interest. OC&W, Inc. will provide shuttle service for the

2008 Benton County Fair & Rodeo. CTS is still in negotiations with Benton County regarding the provision of CTS services with dollars previously budgeted for the CTS share of the shuttle service to the Fair. Vice-Chair Friedt inquired about other events which may be affected. The Holiday Shopper Trolley, Corvallis Winter's Eve, and Historical Homes Tours could be affected. Mr. Mitchell has been in contacted with Benton County Fair Manager Scott Stoller about what CTS could do to assist the Fair in working with the charter service provider.

- Commissioner Hyne said it would be useful to publicize recent increases in ridership. Press releases, information given at da Vinci Days and the CTS web site were suggestions she made. Vice-Chair Friedt suggested CTS t-shirts, to be worn by staff or volunteers at CTS events or used as giveaways. Mr. Bates will research the costs for these t-shirts.
- **Advertising Revenue** - Chair Lowry asked that the year-to-date total be changed to read "July 2006 to May 2008".
- **New CTS Maps/Schedules** - The Route Revision Open House was attended by seven persons who were each pleased with staff and CACOT's revisions and responses to citizen inquiries and suggestions.

Mr. Bates requested quotes from four qualified businesses for design of the new CTS map and schedule. Staff needs to identify new stops, stops which will be eliminated and the location of stops and shelters. Mr. Mitchell explained that the City has a New Freedom grant from the FTA to upgrade existing stops to make them ADA accessible. These will be incorporated into the implementation of the new and revised stops . The Philomath Connection map is complete and will be available at the same time as CTS maps.

- **Council Request to Respond to Reduction of Service in Southwest Corvallis** - Staff provided a staff report to City Council outlining the proposed route revisions. Councilor York had concerns regarding a reduction in service to parts of Southwest Corvallis. Staff will provide a follow-up report to Council at its July 21st meeting. The report will contain information on the process and data collection methods the staff and subcommittee used to determine how best to allocate transit resources in the City.

VII. Adjournment

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

The meeting was adjourned at 9:15 a.m.

NEXT MEETING: August 13, 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.

MEMORANDUM

DATE: August 11, 2008

TO: CACOT Members

FROM: Tim Bates, Transit Coordinator

SUBJECT: Information Sharing Report

Benton County Fair- Due to charter service regulations imposed by the FTA, the CTS trolley did not provide service to the Fair as it has in years past. Instead, CTS used the dollars budgeted for the City's share of the trolley service to extend service hours on all routes into the evening Friday and Saturday of the week of the Fair. CTS service in support of the Fair will be determined on a year-by-year basis.

CTS Route Revisions Update - Staff and Chair Lowry met August 1st with Kelly Culver of Think, Inc., the consultant hired to redesign the CTS map. Design proposals were discussed and decided upon and Think has begun work on the map. Staff and Chair Lowry will meet weekly with Ms. Culver to discuss progress on the map design. A time line of important dates is as follows:

- Early September - It is anticipated the final design will be complete no later than early September. The design will then be sent to a printer.
- Mid-September - Final printing will be complete.
- Mid-September through late September - Staff will conduct an extensive marketing campaign to familiarize the public with the new map and route schedule. This will include, but not be limited to, delivery of maps, answering the public's questions, making the map available on the City's website, placing ads in newspapers and other media, and outreach to OSU and other ridership groups.
- Mid-September - Revised routes will be driven by CTS.

daVinci Days - CTS staged a bus at daVinci Days on Saturday and Sunday, July 19-20. Many visitors came by to ask questions and get familiar with the revised routes and operation of the bus. Thanks to all who volunteered at this successful outreach.

Ridership

- **CTS provided 57,006 rides in July (19% increase over July, 2007).** Ridership for July, 2007 was 47,968.
- **Philomath Connection provided 1,665 rides in July (31% increase over July, 2007).** Ridership for July, 2007 was 1,272.
- **"Honored Rider" bus passes for seniors 80 + years.** Seventeen new passes were distributed in August. A total of 510 Honored Rider passes have been issued since the program began in September, 2004. Starting in September, "Honored Rider" minimum age qualification will be 75 years of age.

Follow-up on issues presented at July CACOT meeting

CTS T-Shirts - Time did not allow for research. This will be presented at the September CACOT meeting.

MEMORANDUM

DATE: August 8, 2008

TO: CACOT

FROM: Tim Bates, Transit Coordinator

SUBJECT: Fare for Personal Care Attendants Riding on CTS

ISSUE

At a recent Benton County Special Transportation Advisory Committee (STAC) meeting a community member provided testimony regarding the issue of persons with disabilities riding on CTS being permitted to travel with a non-paying Personal Care Attendant (PCA). CTS currently has no policy governing this issue.

BACKGROUND

A PCA is defined by the Americans with Disabilities Act (ADA) as “someone designated or employed specifically to help the eligible individual meet his or her personal needs”. This assistance includes performing tasks such as assistance boarding and alighting buses, assistance for sight-impaired persons, etc.

On its website, Easter Seals, an organization involved in paratransit training and advocacy of paratransit causes, states “Transit authorities are encouraged, but not required, to allow PCAs to ride free on fixed-route trips, because the thrust of the ADA is inclusion and fixed-route transportation”. Per the ADA, persons with disabilities are permitted one PCA to ride free with them during each paratransit ride.

DISCUSSION

Staff contacted several transit providers and following are the results of the inquiries.

Lane Transit District (LTD)

LTD currently permits PCAs to ride free with a disabled rider if the rider has documentation that a PCA has been permitted through the fixed-route certification process for riders with disabilities. Further, LTD drivers will allow PCAs free rides with a disabled rider even if the rider does not have documentation showing the need for a PCA. In this case the driver will inform the rider to apply for such a waiver at the rider’s earliest convenience.

LTD is reviewing this policy and is considering three outcomes:

1. Keeping the policy as is.
2. Requiring a PCA to pay the same fare as a disabled rider.
3. Requiring a PCA to pay full fare.

Albany Transit System (ATS)

ATS has no policy on PCAs, so they pay full fare. Transit Coordinator Ted Frazier told staff he can’t recall ever having been asked about this policy by a rider.

ACCESS Transportation - Pittsburgh, PA

ACCESS was contacted because its director, Karen Hoesch, is a nationally-known authority on ADA and paratransit issues. Ms. Hoesch was not available at the time this document was written but an ACCESS dispatcher provided the following:

Disabled riders are permitted a PCA to ride free, provided the rider carries a card which includes a “PCA rides free” sticker. Riders must specifically apply for this sticker during the disabled rider certification process for fixed-route service.

Staff believes it is reasonable to allow PCAs to ride for free when accompanying a rider whose disability requires the use of a PCA to use CTS. Staff recommends that a policy allowing this be established and initially enforced on an “honor system” basis. Staff will review the policy in one year’s time, or sooner in the case of an allegation of policy abuse, to determine if the policy needs amending to require a PCA documentation process.

REQUESTED ACTION

Staff requests CACOT approve implementation of a policy permitting Personal Care Attendants (PCAs) to ride for free when accompanying passengers whose disabilities require the use of a PCA to ride CTS. Staff requests the policy be initially enforced on an “honor system” basis and reviewed in one year’s time.