

CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT AGENDA

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

- I. INTRODUCTIONS

- II. APPROVAL OF MINUTES

August 13, 2008

- III. CACOT/VISITOR'S COMMENTS

- IV. OLD BUSINESS

- V. NEW BUSINESS

- VI. INFORMATION SHARING

- VII. ADJOURNMENT

Future Meetings:

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

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

Wednesday, January 14, 2009, 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

October 8, 2008
by CACOT

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

Present

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

Staff

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

Visitors

Brandy Baugus
Mike Volpe

Absent

George Grosch, City Councilor
ASOSU Representative

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Introductions	X		
II. Approval of July 9, 2008 Minutes	X		Approved, with corrections.
III. CACOT/Visitor Comments	X		
IV. Old Business	N/A		
V. New Business <ul style="list-style-type: none">• Policy to Allow a Personal Care Attendant to Ride for Free While Accompanying Disabled Rider• Traffic Order for New Route Revision Bus Stops	X		Approved free fares for Personal Care Attendants Approved Traffic Order
VI. Information Sharing <ul style="list-style-type: none">• Written Report	X		
VII. Adjournment	X		Adjourned at 9:37 a.m.

CONTENT OF DISCUSSION

I. Introductions

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

II. Approval of July 9, 2008 Minutes

Correction to July 9, 2008 minutes:

Page 3, first bullet - The first word, “she”, shall be replaced with “Commissioner Hyne”.

Vice-Chair Friedt and Commissioner Trelstad, respectively, moved and seconded that the Commission approve the July 9, 2008 minutes, as corrected. The motion passed unanimously.

III. CACOT/Visitor Comments

Mike Volpe presented a written letter and spoke in favor of permitting a Personal Care Attendant (PCA) to ride for free on CTS when accompanying a person with disabilities. He cited several reasons to consider the free fare policy: reducing the economic liability on a disabled rider; an environmental advantage of two persons on the bus instead of in a car; enabling persons with disabilities to become more socially active and contribute to the community.

The Commission discussed this issue in a New Business item below.

IV. Old Business

There was no Old Business.

V. New Business

Fare for Personal Care Attendants Riding on CTS

Mr. Bates reviewed a staff report and staff’s recommendation to allow Personal Care Attendants (PCAs) to ride for free when accompanying passengers whose disabilities require the use of a PCA to ride CTS. Staff recommends that the policy be enforced on an “honor system” and reviewed in one year.

Commissioner Wilson and Vice-Chair Friedt, respectively, moved and seconded that the Commission recommend approval of staff’s recommendations.

Commissioner Hyne asked if there would be the need to track the ridership totals of PCA riders. Chair Lowry stated he did not feel that was necessary at this time. Ms. Namba said she will ensure that all drivers are aware that a person with disabilities may not need a PCA on all rides due to fluctuations or changes in their condition.

The motion passed unanimously.

This policy will take effect immediately.

Traffic Order for New Route Revision Bus Stops

Mr. Bates reviewed staff's Traffic Order. In addition to the new stops, seven existing stops will be removed and several current stops will be relocated to better serve passengers. Some parking spaces in the downtown area will be affected and establishing these stops will need review and approval by the Downtown Parking Commission (DPC). Under normal circumstances, the recommendations from CACOT and DPC would be included in the City Manager's Report to council on the second meeting of the following month. To implement the route revisions by mid-September, staff has submitted the Traffic Order for council review on August 18, pending recommendations from CACOT and DPC.

Mr. Mitchell asked CACOT for a recommendation for the stop located near the south end of 2nd Street for Route C4, the Saturday Downtown Circulator. The two alternative locations are: on 2nd Street across from the Ash building, south of the Beanery; or on Western Blvd between 2nd Street and 3rd Street.

CACOT recommended the stop on 2nd Street, south of the Beanery.

Commissioner Hyne questioned the need for five stops on 26th Street because of the possible negative impact to on-time performance. Discussion ensued regarding the 26th Street stops and ultimately the Commission voted 4 to 1 to retain all five stops. Mr. Mitchell stated that staff will evaluate future boarding and alighting data and on-time performance to see if there is a need to remove a stop on 26th Street.

Vice-Chair Friedt and Commissioner Wilson, respectively, moved and seconded that the Commission approve staff's recommendation regarding the Traffic Order. The motion passed unanimously.

Various schedule issues were discussed. In reviewing the time points for Route 1, Mr. Mitchell suggested changing the departure time from the top of the hour to 5 minutes before the hour if needed to keep the in-bound bus arrival times at OSU the same as now. Chair Lowry said he supports getting to OSU's campus five minutes earlier. Time points need to be adjusted to have drivers dwell in smaller increments throughout the route rather than building in one larger dwell at HP or Timberhill Shopping Center. Connection times

and transfers to the Linn-Benton Loop, Commuter Service Routes, and Philomath Connection need to be considered with schedule changes. Vice-Chair Friedt wants to ensure Routes 1 and 7's run-times in the afternoon will support the :10 departures from the DTC starting with the 4:00 pm runs. His concern is those two routes arriving at the DTC at the same time as the routes with a :15 after the hour DTC departure, creating a "logjam". Commissioner Hyne asked what could be done to tighten up run times so that they are more consistent throughout the day. Mr. Mitchell stated that implementation of the Opticom signal priority system, currently being worked on by City staff, would go a long way toward improving run-time performance during peak traffic.

VI. Information Sharing

- **CTS Route Revisions Update** - Mr. Bates reviewed the schedule for the map design and printing. A rough draft of the map will be available on Friday, August 15. There will be a system map on the front, with individual route maps and schedules, including the Philomath Connection (PC), on the back. There will be a Spanish text insert produced separately. The commuter routes will be named: (C1) CHS-Rt 1 Peak, (C2) 2nd Street-HP, (C3) SW Commuter, (C4) Downtown Circulator. The PC map is complete and ready to be sent to the printer. Vice-Chair Friedt asked if text describing Linn-Benton Loop service could be included on the CTS map during the next revision. He also asked about the possibility of having a City street map on the On-The-Go concession building at the DTC. Staff will follow up.

Promotion and outreach for the route revisions kickoff will include, but not be limited to: use of the CTS website, shelter maps, print ads, and outreach at the Beaver Fair. Staff stated that September 22nd is most likely the start date for the route revisions. Bus shelters will be pressure washed the week of September 14th. All signage will be taken out of shelters by September 12th and new CTS maps, Beaver Bus posters, and Fall Festival information will be installed.

- **Benton County Fair** - The Fair Shuttle, operated this year by OC&W Coachways, had about half the ridership of 2007. It was suggested that lack of promotion by the Benton County Fair most likely explains the reduced ridership. The City provided extended CTS service on all routes on Friday and Saturday of the Fair week.
- **daVinci Days** - Staff has received positive feedback from a number of fairgoers who visited the CTS bus that was on display. Commissioners Hyne and Friedt were thanked for helping staff the display.
- **T-Shirts** -Vice-Chair Friedt will check on costs for shirts to wear at CTS events.
- **Transit Priority System (Opticom)** - Vice-Chair Friedt has had drivers say the traffic light systems on the buses are not working properly. Ms. Namba stated the system is

not currently operational but that CTS staff is working to correct this.

VII. Adjournment

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

The meeting was adjourned at 9:37 a.m.

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

MEMORANDUM

DATE: October 6, 2008
TO: CACOT Members
FROM: Tim Bates, Transit Coordinator
SUBJECT: Information Sharing Report

CTS and PC Routes- Route revisions were implemented September 22nd. The PC and CTS maps and schedules were completed the week before and put into circulation. Staff took numerous calls of clarification and trip planning. Most of the early feedback has been positive. Staff still has the task of displaying appropriate route numbers on each shelter and bus stop sign. Because of the ongoing construction near the intersection of 14th/15th Street and Monroe Avenue, the shelter on 15th Street south of Jefferson is currently not accessible to riders. A signed barricade south of the shelter is serving as a temporary stop for the next few weeks until construction is complete. This stop will also service the Linn-Benton Loop for the next several weeks until the shelter on 15th Street north of Jefferson is installed.

Beaver Bus - Service returned Thursday, October 2nd, with the same routes and schedules as last year. Maps from last year are being used until ASOSU prints maps listing current sponsors.

Fall Festival - CTS provided 3,011 free rides on September 27-28 in support of Fall Festival.

Community Events - Staff attended the following community functions:

Welcome OSU Grad Student Event - Staff provided a table/booth with alternative transportation information along with housing information from the Community Development Department at this September 12th event.

Corvallis-Benton Chamber Coalition Greeters Meeting - Staff hosted this event on September 16th at the Madison Avenue Meeting Room. Transportation Division Staff from CTS, Bike & Pedestrian, Airport, and Special Transportation of Benton County each presented information on their programs. The event was attended by over 30 Chamber members.

OSU Where It's @ Beaver Community Fair - Staff was on hand at this event Friday, October 3rd, 12:00pm - 4:00pm in the OSU Memorial Union. We distributed maps and schedules and conducted outreach to many OSU students, faculty and staff. Thanks to Commissioner Friedt for his help in staffing the booth.

Try Transit Week - CTS and Philomath Connection is providing free rides October 6th - 11th, with a celebration featuring morning refreshments on Tuesday, October 7th.

Summer Youth Transit Program - CTS and PC provided over 41,000 FREE rides to youths 6-17 of age during the program period of June 1st - September 1st. Thanks to Allied Waste for its donation of \$6,500 toward this program.

Corvallis High School filming project - A short feature on the Corvallis Transit System was chosen to be featured on an upcoming Cable Access Channel 29 show. A student group from CHS conducted

interviews with staff and Mayor Tomlinson and took footage of buses, the DTC, and First Student's operations and maintenance facility. The show is expected to be five minutes in length.

Ridership

- **CTS provided 48,693 rides in August (7% increase over August, 2007).** Ridership for August, 2007 was 45,320. **CTS provided 50,053 rides in September (20% increase over September, 2007).**
- **Philomath Connection provided 1,500 rides in August (29% increase over August, 2007).** Ridership for August, 2007 was 1,160. **PC provided 1,425 rides in September (39% increase over September, 2007).**
- **“Honored Rider” bus passes for seniors 75 + years.** 3 new passes were distributed in August, 26 were distributed in September. A total of 539 Honored Rider passes have been issued since the program began in September, 2004. Starting in mid-September, “Honored Rider” minimum age qualification was reduced to 75 years of age.

FTA Capital Grants - Staff was notified of an FTA award of two grants for bus replacements. These grants were submitted and awarded in time to take advantage of a higher federal match of 90% vs 87% federal share for “biodiesel buses”.

Follow-up on issues presented at August CACOT meeting

- **CTS T-Shirts** - Vice-Chair Friedt agreed to research this matter.