

CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
AGENDA

Wednesday, July 11, 2007, 8:15 a.m.

Madison Avenue Meeting Room

500 SW Madison Avenue

- I. INTRODUCTIONS
- II. APPROVAL OF MINUTES - June 13, 2007 CACOT meeting
- III. CACOT/VISITOR'S COMMENTS - Items not already on agenda
- IV. OLD BUSINESS
 - Update on bus cleanliness issues
- V. NEW BUSINESS
 - Discussion of bus length (longer vs shorter when ordering new vehicles)
- VI. INFORMATION SHARING
 - See written report
- VII. ADJOURNMENT

Future Meetings:

Wednesday, August 8, 2007, 8:15 a.m., Madison Avenue Meeting Room

Wednesday, September 12, 2007, 8:15 a.m., Madison Avenue Meeting Room

Wednesday, October 10, 2007, 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.

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
MINUTES
June 13, 2007**

Present

Lita Verts, Vice-Chair
Scott Carroll
Stephan Friedt
Brandon Trelstad
Robert E. Wilson

Staff

Lisa Namba, Public Works
Jim Mitchell, Public Works

Absent

Bob Lowry, Chair
George Grosch, City Councilor
Joe Harrod
Kenyon Solecki, ASOSU

Visitors

Hundley Bergstad

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Introductions	X		
II. Approval of May 9, 2007 Minutes			Approved
III. CACOT/Visitor Comments	X		
IV. Old Business	N/A		
V. New Business <ul style="list-style-type: none"> • Formation of a Subcommittee to Study Potential Route Revisions • Discussion of Bus Length 		X	Formed a three-person subcommittee
VI. Information Sharing	X		
VII. Adjournment			Adjourned

CONTENT OF DISCUSSION

I. Introductions

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

Introductions of Commission members, staff and visitors were made.

II. Approval of May 9, 2006 Minutes

Commissioners Wilson and Friedt, respectively, moved and seconded that the Commission approve the May 9, 2007 minutes. The motion passed unanimously.

III. CACOT/Visitor Comments

- Commissioner Friedt commented that he has seen no visible improvement recently in the cleanliness of CTS buses. Brian Maxwell of Laidlaw vowed at last month's meeting to make bus cleanliness a priority as soon as possible. Ms. Namba said she would contact Mr. Maxwell regarding this matter and report back to the Commission.
- Commissioner Friedt said several CTS drivers have advised him that stamping 2007 Summer Youth Program prize cards for large groups of kids can negatively impact on-time performance. Ms. Namba said she would contact Laidlaw regarding this matter.
- Vice-Chair Verts said she has an 80 year-old friend who lamented that there is no Sunday CTS service to transport her to church. Ms. Namba said this person is eligible for Dial-A-Bus service.

IV. Old Business

None.

V. New Business

• Formation of a Subcommittee to Study Potential Route Revisions

Commissioner Wilson asked what the process is for studying potential route revisions. Mr. Mitchell said historically, and appropriately, staff is responsible for researching and analyzing data, coming up with ideas and alternatives, then presenting those ideas and alternatives to the Commission and/or a Commission subcommittee for consideration. Ms. Namba said it would be helpful to have a liaison-type subcommittee available for consultation more often than the once-per-month that the full Commission meets.

Vice-Chair asked Ms. Namba how the most recent route revisions have affected ridership. Ms. Namba answered that ridership increased in both April and May, 2007. It is unclear whether there was an overall system-wide increase, or if particular routes experienced an increase. When asked about routes in southwest Corvallis, Mr. Mitchell noted several rider complaints about the most recent route revisions on SW 49th Street and near OSU's campus. OSU facilities representatives expressed their concern to Mr. Mitchell that CTS buses contributed to the structural demise of streets on and near campus, specifically noting SW Jefferson Avenue between 15th Street and 26th Street. Mr. Mitchell performed an on-site visual inspection and found no evidence to sustain the theory that CTS bus service on this street is the primary factor in street deterioration and is likely one of many factors. Staff's primary reason in revising routes around OSU's campus recently was to improve CTS's on-time performance.

Commissioners Friedt and Wilson, respectively, moved and seconded that the Commission approve the formation of a three-person subcommittee to provide feedback to staff on potential route revisions. The motion passed unanimously.

Commissioners Friedt and Trelstad volunteered as subcommittee members. Commissioner Friedt nominated Chair Lowry as the third member of the subcommittee, subject to his approval.

- **Discussion of Bus Length**

Prior to the meeting, Chair Lowry had asked that this item be tabled until the next Commission meeting so he can participate in the discussion. The Commission agreed to this.

VI. Information Sharing

- Ms. Namba reported the new CTS bus is not on the road pending Vehicle Information System (VIS) equipment, but should be fully operational by June 30th. The vendor that supplies the VIS will be shipping and installing the equipment.
- Staff has applied for a grant for eight additional bike lockers at the Downtown Transit Center. It is unclear when grant awards will be publicized. The existing bike lockers are rented to individuals for six months, but the rental agreement can be renewed as long as they wish. The new bike lockers would be rented on a daily “pay-as-you-go” basis. Since the existing lockers have been fully-utilized with very little opportunity for turnover, the Commission wondered whether the City could change the rental arrangement to provide more turnover.
- The outcome of the City’s ODOT discretionary funds applications is unclear, although it appears that the City will be awarded several grants. Ms. Namba will report to the Commission when the outcome is clear.
- Ms. Namba announced Tim Bates as the new Transit Coordinator. He will begin his position June 18th. There will be a Transportation Division administrative specialist hired in July. This is a newly-created position which will concentrate largely on Federal Transit Administration record-keeping and reporting.

VII. Adjournment

Commissioners Wilson and Carroll, respectively, moved and seconded that the Commission approve adjournment. The motion passed unanimously.

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

NEXT MEETING: July 11, 2007, 8:15 a.m., Madison Avenue Meeting Room

MEMORANDUM

DATE: July 6, 2007
TO: CACOT Members
FROM: Lisa Namba, Transportation Services Supervisor
SUBJECT: Information Sharing Report

- **Street Construction this summer** - The following street construction projects may affect on-time performance (routes which are affected are in parentheses)
 - Walnut Blvd. from Highland Drive to Garryanna Drive (Route 1)
 - SW 53rd Street from Technology Loop to Country Club Drive (Route 3 and Philomath Connection)
 - SW Country Club Drive near 45th Street (Route 3)
 - SW 9th Street and Jefferson Avenue - Traffic Signal Work (nearly all routes)
- **ODOT 2007-2009 Discretionary Grants** - The Oregon Transportation Commission took action to fund the following projects:
 - continuation of expanded Saturday service on CTS and weekday service on the PC (plus a slight expansion of those hours for CTS);
 - construction of sidewalk ramps and missing segments throughout Corvallis to improved access to mobility impaired individuals;
 - construction of "bus pads" to connect sidewalk to curb at bus stops where sidewalks are set back; and
 - a replacement vehicle for the Philomath Connection.

We did not receive approval of our funding requests for three other projects: a software license to make real-time bus information available on the internet; bus shelter preventative maintenance; and preventative maintenance for the new PC vehicle.

- **Ridership**
 - **CTS provided 48,326 rides in June**, setting a June ridership record. Fiscal Year ridership was down 1.5% over FY 05-06, but it was up 6% over the previous five-year fiscal year average.

- **Beaver Bus provided 457 rides in June**, an average of 229 rides per weekend. This is the highest rides per weekend average since the inception of the Beaver Bus.
- **Philomath Connection provided 1269 rides**, a 9% drop in ridership from Fiscal Year 05-06.
- **“Honored Citizen” bus passes (free passes for seniors 80 + years of age)** - Two new passes were distributed in June for a total of 424 Honored Citizen bus passes issued since the program began in September, 2004.
- **On-Time Performance** - Overall CTS on-time performance in June was 90%, as measured for all routes using departure from the DTC. This is how on-time performance has been determined in the past. However, there is significant variation in percentage of on-time performance by route, and when measured at the approximate midpoints of the routes, as follows:

Route	Departure from DTC	Midpoint of Route
1	89%	48%
2	86%	73%
3	89%	81%
4	95%	91%
5	89%	74%
6	92%	78%
7	97%	38%
8	83%	65%