

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
AGENDA**

Wednesday, October 10, 2007, 8:15 a.m.

**Madison Avenue Meeting Room
500 SW Madison Avenue**

- I. INTRODUCTIONS
- II. APPROVAL OF MINUTES - September 12, 2007 CACOT meeting
- III. CACOT/VISITOR'S COMMENTS - Items not already on agenda
- IV. OLD BUSINESS
 - Route revision subcommittee update
- V. NEW BUSINESS
- VI. INFORMATION SHARING
- VII. ADJOURNMENT

Future Meetings:

Wednesday, November 14, 2007, 8:15 a.m., Madison Avenue Meeting Room

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

Wednesday, January 9, 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.

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
MINUTES
September 12, 2007**

Present

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

Staff

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

Visitors

Mary Sehrer
Hundley Bergstad
Tiffany Williamson, ASOSU

Absent

George Grosch, City Councilor

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Introductions	X		
II. Approval of August 8, 2007 Minutes			Approved
III. CACOT/Visitor Comments	X		
IV. Old Business	NA		
V. New Business • Subcommittee Report on Route Revisions	X		
VI. Information Sharing • Written Report • Operations and Maintenance Facility Update • Auto Announce and Vehicle Information System (VIS) Update	X X X		
VII. Adjournment			Adjourned at 10:11 a.m.

CONTENT OF DISCUSSION

I. Introductions

The meeting was called to order at 8:19 a.m.

Introductions of Commission members and staff were made.

II. Approval of August 8, 2007 Minutes

Commissioners Friedt and Trelstad, respectively, moved and seconded that the Commission recommend approval of the August 8, 2007 minutes. The motion passed unanimously.

III. CACOT/Visitor Comments

Mary Sehrer addressed the Commission on the following points:

- Beaver Bus promotion should be done well in advance of the Thursday, September 27th start date. Last year's Beaver Bus promotion, as well as this year's daVinci Days and Fall Festival promotions were not complete far enough in advance of the events.
- Bus route maps at the shelters should include a "You Are Here" arrow/sticker. Riders would then know where they are in relation to other bus stops and/or routes. Ms. Sehrer stated she would volunteer to help with this project.
- Placement of a Corvallis City street map and an OSU map with street directory at the DTC so people can cross-reference destinations and locations with the bus route schedule. Commissioner Friedt responded to the city map. Possibly a map in an enclosed display on the concessionaire building. Ms. Namba said staff could look into that further.
- Inventory maps at bus shelters to ensure they are current.
- Promote yearly passes. She pointed out that if a rider purchases a yearly pass and rides 15 weeks, two times per day for five days a week, the remaining 37 weeks of service are free when compared to the full fare of 75 cents per trip.

Hundley Bergstad asked if the City plans to construct more storage units for bicycles at the DTC. There has been very little turnover since the initial renting of the lockers. Ms. Namba responded that in the short term there are no plans for more bike lockers. Grant dollars were applied for but not awarded but the City will continue to look for ways to provide more bike lockers. Commissioner Wilson asked about the cost of the bike lockers. Ms. Namba stated between \$18,000-\$20,000 for a bank of six bike lockers.

IV. Old Business

There was none.

V. New Business

• Subcommittee Report on Route Revisions

- Commissioner Lowry stated that the Summer Youth Transit Program stamp card affected on time performance. He suggested looking at the possibility of purchasing electronic card readers. At the State Transit Advisory Committee meeting, there was discussion of the \$3 million in Innovation Funds available, though there is no consensus on the definition of an “innovative project”. This could be an option for a card reader system. Commissioner Friedt asked if there has been a grant submission for card readers, a system used in other countries for over a decade. A good way to test a card reader system would be during the summer rider program. Commissioner Lowry suggested calling ODOT Public Transit Division Staff to see if this would be considered an innovative project. Ms. Sehrer commented that a special hole punch would be more efficient than a stamp system.
- Commissioner Friedt commented on the subcommittee suggestion that the bus stop on Monroe between 8th and 9th Street be eliminated to improve on-time performance. Apparently that stop is frequently used as a transfer point. He suggested the subcommittee may have to look at the routes themselves rather than eliminating specific stops. Ms. Namba mentioned a previous communique from staff regarding the Library stop and the decision then to keep it. She will get feedback to the drivers on this issue so they understand there was consideration of their input.
- Ms. Namba expanded on the issue of routes which service the Good Samaritan complex, noting that there are two issues: 1) Currently, residents of the Regent on Elks Drive must first ride downtown and back to reach the hospital, Corvallis Clinic, or other medical facilities on the hill; and 2) Drivers report confusion about which side of the street people should wait on, since there is bi-directional travel through the area, with Routes 2 and 7 traveling counterclockwise and Route 4 traveling clockwise. The subcommittee noted that there was an advantage to the bi-directional travel, which provides “front door” service to both sides of the street and moved on to looking at which route could be reverse to alleviate the confusion. Ms. Namba opined that it’s important to keep buses traveling both directions on Samaritan Drive, and that we could install better signage to clarify which shelters and stops serve which routes. We could also consider putting departure times for each route on signs in the hospital complex, to further clarify for riders which bus to catch.

Regarding the first issue, Commissioner Wilson suggested the use of Dial-A-Bus to suit the needs of the residents, noting that this population would all be eligible to use the service. Chair Lowry noted that the economics favors CTS by a large margin, and that we’ve been trying to encourage Dial-A-Bus eligible people to use CTS when they can. Commissioner Verts said she felt it was very important to have a stop on the Regent side of Elks Drive. If the direction of travel for either

route 2 or 7 was reversed, they would have to cross Samaritan Drive to access the Corvallis Clinic and hospital. Under either the current routing or a change in direction of travel, they have to cross Elks Drive or Samaritan Drive.

Commissioner Friedt said that perhaps this issue was better addressed by the Regent itself through use of shuttles, and that we should be looking more globally at serving the medical hill. Chair Lowry said we should question the Regent as to whether or not they're providing shuttle service to the medical complex.

Chair Lowry said the subcommittee would discuss these issues at its next meeting.

- Ms. Namba explained that the subcommittee is looking at the possibility of switching the DTC departure times of Routes 2 and 4, so that Route 2 leaves the DTC at :45 and Route 4 at :15. This change would provide service on Route 2 on 9th Street (Avery Square) that gets people to work before 8:00 a.m. Route 4 serves both Corvallis High School (CHS) and Linus Pauling Middle School (LPMS) and it will be difficult to make both morning arrivals and afternoon departures work well for both schools without making some other change to our system. The subcommittee notes included in the September 12, 2007 CACOT packet address the CHS bell schedule in detail. Ms. Namba noted that another option for providing 8:00 a.m. service along 9th Street without changing Route 4 is to have Routes 2 and 4 both depart downtown at :45. She didn't determine how this would affect service to the hospital area. She opined that the existing thirty-minute service to the area of Boys & Girls Club, Osborn Aquatic Center and Linus Pauling (because of the Rt 7 and Rt 4 arrival offsets at Circle Blvd. and Highland Drive) is important. If Route 4 departed downtown at :15, service to this area would decrease to hourly service. Further, if Route 4 leaves the DTC at :15, it would not arrive at CHS to allow students enough time to get to classes in the morning.
- Commissioner Friedt asked for timepoint data on Route 7 if we changed the departure to the bottom of the hour to see how it affects arrival at OSU. Chair Lowry would like to determine the needs of existing riders before making such a change. Staff was asked for time points for arrival at OSU, Conifer Blvd. and the Boys & Girls Club if Route 7 were to depart at the bottom of the hour. Mr. Bates noted that the departure times of Routes 1 and 7 preclude people getting off work at 5:00 from using these to get home. A possibility is to have the Routes depart the DTC at :15 after the hour to accommodate people getting off work. Chair Lowry said perhaps we should consider designing morning and late afternoon schedules for Route 1 and 7 to accommodate OSU and downtown employees with an 8 - 5 work schedule.

(Commissioner Carroll left at this point)

- Regarding Route 3: Commissioner Friedt stated that since the last route revision, Stoneybrook has had little new ridership, while OSU student ridership has dwindled. Commissioner Verts recalled that there was a lot of pressure from Stoneybrook to provide better service to them. Ms. Namba noted that with the removal of Route 3 from SW 49th Street and the center of campus, this route had a 40 percent ridership loss. When it was suggested that buses be put back on the

center of campus, Commissioner Trelstad stated on-time performance is critical and perhaps a decline of on-time performance may have had as negative an effect on ridership as removal of service from the center of campus. OSU officials are resistant to allowing CTS buses back onto the core of campus. Commissioner Friedt questioned the coordination of the OSU Shuttle with CTS to provide transfer opportunities between the systems. Commissioner Trelstad said that he isn't personally involved with the shuttle route revisions, and that Michelle Rhoads of OSU is currently doing that work. It was suggested that Ms. Rhoads be invited to speak to the subcommittee on shuttle revisions.

- Route 1's problems with on-time performance was discussed, although it was also noted that construction on Walnut Blvd. had a large impact this summer. Ms. Namba said that this is a challenging route and seems to generate the most complaints. Possible options include splitting the route into two routes, adding a dwell at HP to allow the second half of the route to be on time, or simply shifting timepoints so they are more accurate. Commissioner Friedt stated that it would be worth determining whether on-time performance changes from morning to afternoon due to traffic. Chair Lowry opined that we should be careful to determine whether the route is truly a 50 - 55 minute route. If it isn't, we won't be able to improve on-time performance by shifting timepoints.
- Commissioner Friedt said we should be proactive in thinking about the morning/afternoon on-time performance change, considering the additional traffic that will be generated on Kings Blvd. by the new multi-family development under construction on Kings north of Walnut Blvd. Chair Lowry noted that it's important to get the Opticom system working properly and training the drivers to use it, as this could improve on-time performance.
- Chair Lowry noted that he will be gone from Saturday September 15th through the date of the next CACOT meeting and therefore will be unable to chair that meeting. Commissioner Friedt stated that he'd like to see the subcommittee meet before the next CACOT meeting.
- Commissioner Friedt questioned who implemented the current driver uniform policy. Drivers would like to wear Beaver colors on game days. Staff agreed to clarify the policy on this issue.

VI. Information Sharing

• Written Report

- Mr. Bates provided a construction update, noting that signal installation work at 9th and Jefferson, which will affect most routes, is scheduled to begin in October. In response to a question from Commissioner Friedt, Ms. Namba said that the next section of Walnut Boulevard will be done next summer. If funding allows, this section could include the stretch from NW Garryanna to Kings Blvd.
- We set a ridership record in August, thanks to the expanded Summer Youth Transit Program. A demographic count in August showed we provided 2,500 rides to kids in that week. Allied Waste was the primary sponsor of the expanded

Summer Youth Transit Program with prizes donated by local merchants. Staff will be placing a paid ad in the Gazette-Times thanking all sponsors. Chair Lowry said it would be appropriate for the Commission to send its own letter to Allied Waste. Ms. Namba reported that City Manager Jon Nelson will be sending a thank you letter to Allied Waste on behalf of the City.

- Mr. Bates reported that on-time performance was affected by construction, particularly Route 1.

- **Operations and Maintenance Facility Update**

- Ms. Namba reported that in the Fall of 2006, consultants selected three possible sites for an O & M facility. The site selection process was interrupted when the FTA expressed new concerns about the City's partnership with the school district and others. The consultants advised staff to put the project on hold until that issue is resolved. Staff has been unable to move the project forward, and has been rethinking funding possibilities. One option might be the State of Oregon "Connect Oregon II" program grant funds for rail, air, marine and transit projects that meet strict economic development considerations. The current program has \$100 million available; \$10 million of the funds are dedicated to each of five regions in Oregon with the remaining \$50 million available for statewide competitive proposals. Obtaining a Connect Oregon II grant may supplement federal funding or assuage funding concerns of the FTA.

- **Auto Announce and Vehicle Information System (VIS) Update**

- Mr. Bates reported on the meeting at which Luminator and staff discussed ongoing issues with the Vehicle Information System (VIS). Luminator indicated they would continue to support our existing system. VIS installation on Bus 748 was discussed. Because no firm date could be confirmed, the possibility of installing a VIS that is currently in one of the older buses into the new bus was discussed, until the new one arrives. Commissioner Friedt would like staff to do an inventory of all the VIS components of the existing fleets to assure they are in working order. Drivers express frustration about the new bus being kept off the road for lack of a VIS when other buses have components that aren't working properly. Bus 745 has been having ongoing issues which will continue to be addressed until they are fixed. Part of the discussion with Luminator included establishing a better communication pipeline between Laidlaw and Luminator, to more quickly troubleshoot and repair problems that arise.

In response to a question about new buses from Commissioner Friedt, Ms. Namba noted that the City has the ability to order one now and will have another one appropriated through the federal highway bill. Hopefully the bill will be authorized and signed this fall. Staff is considering ordering the two buses together. When bus 748 was procured, staff elected to repair and keep 739 in the fleet, meaning we will have three Gillig back-ups once 748 is on the road.

Operation of wayside signs is a continuing issue. Mr. Bates is in daily contact with Luminator to work out the problems. Training on wayside signs will occur when Luminator installs the VIS in Bus 748. The training will involve a City MIS software

technician, a City Electronics Technician, Transit staff, Laidlaw and Luminator.

- There was discussion of the expanded 2007 Summer Youth Transit Program, which was a huge success. Dozens of weekly prizes were given away and there will be a grand prize drawing for mp3 players to five lucky winners. Over 30,000 rides were provided to local youth during the program, which spanned June 1st - September 1st. There was a nice distribution of ages listed on the 900 stamped cards which were turned in. Commissioner Friedt praised the program and expressed his hope that the program could continue in future years.
- Beaver Bus service begins Thursday, September 27th. This year's service includes four thirty-minute routes which will cover Northeast, Northwest, Southeast and Southwest quadrants of the City. Service hours are 8:45 p.m. - 2:45 a.m. with the last buses leaving the DTC at 2:15 a.m. The starting and ending times are fifteen minutes earlier than last year's service. This was done so that the last buses leave the DTC at 2:15 rather than 2:30 a.m..
- Commissioner Friedt asked staff for an update to the three tasks that were prioritized as a previous recommendation by the Commission to prioritize staff's three most pertinent transit tasks.

1. Improved Regional System Integration and Coordination - Staff is working with Linn-Benton Loop Commission staff on Loop revisions within Corvallis. Transit employee Cindy Hallett has been working with City paratransit provider Dial-A-Bus to improve coordination of paratransit service.

2. System Fine Tuning - CACOT has formed a route revision subcommittee to study possible CTS route revisions. These revision could include time points, stops and route directions.

3. Expanded Evening Hours - Saturday hours have been expanded with Job Access/Reverse Commute (JARC) funds. Also, Beaver Bus service begins September 27th and provides expanded evening and late-night hours. Any permanent addition of evening hours to CTS service is dependent on new funding sources or reallocation of current funding.

VII. Adjournment

Commissioners Friedt And Trelstad, respectively, moved and seconded that the Commission approve adjournment. The motion passed unanimously.

The meeting was adjourned at 10:11 a.m.

NEXT MEETING: October 10, 2007, 8:15 a.m., Madison Avenue Meeting Room

MEMORANDUM

DATE: October 5, 2007
TO: CACOT Members
FROM: Tim Bates, Transit Coordinator
SUBJECT: Information Sharing Report

- **Street Construction Updates this summer** - The following street construction projects may affect on-time performance (routes which are affected are in parentheses)
 - SW 9th Street and Jefferson Avenue - Traffic Signal Work (nearly all routes): Work began in October and is expected to last until November. Staff has been in contact with the City's engineers to insure that buses are given priority through this intersection.
 - SW Country Club Drive - (Route 3) The detour will continue until paving is complete. The paving is weather dependant but expected to be completed by the end of October.
- **Beaver Bus** - Beaver Bus service for 2007-08 began Thursday, September 27th. This year's service initially included a 30-minute run for each of the four quadrants of the City. Because of on-time performance issues identified during the initial weekend of service, the Northeast and Northwest routes were combined to make an hourly North route of 55 minutes. The Southeast and Southwest routes remain 30-minute routes, with slight tweaks to the routes for on-time performance reasons. At the time this memo is being written, the revised routes have run one night and the results indicate a better on-time performance. The routes will be closely monitored in the coming weeks to determine the best permanent route schedules.
- **Fall Festival** - CTS provided free rides on Saturday-Sunday, September 22-23 in support of Fall Festival. Taking into account normal Saturday ridership, it is estimated that nearly 1,500 rides were give to riders attending the festival.
- **Holiday Trolley** - Staff has initiated outreach to sponsors for this year's Holiday Trolley service, which is anticipated to run 14 days (versus 13 last year). We've expanded outreach in an effort to attract new sponsors, including non-merchant "community sponsors".
- **Ridership**
 - **CTS provided 43,181 rides in September.** This was an all-time record for ridership in the month of September.

- **Philomath Connection provided 1,029 rides in September.** This total was nearly 200 rides more than the September average for the previous five years.
- **“Honored Citizen” bus passes (free passes for seniors 80 + years of age) -** Three new passes were distributed in September. A total of 434 Honored Citizen bus passes have been issued since the program began in September, 2004.
- **On-Time Performance -** The on-time performance figures are as follows:

Route	Departure from DTC	Midpoint of Route
1	85%	46%
2	88%	65%
3	81%	79%
4	87%	84%
5	90%	76%
6	95%	82%
7	99%	41%
8	87%	62%