

**Approved**

October 14, 2007

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT  
MINUTES  
October 10, 2007**

**Present**

Lita Verts, Vice-Chair  
Scott Carroll  
Stephan Friedt  
George Grosch, City Councilor

**Staff**

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

**Absent**

Bob Lowry, Chair  
Joe Harrod  
Kenyon Solecki, ASOSU  
Brandon Trelstad  
Robert E. Wilson

**Visitors**

None

**SUMMARY OF DISCUSSION**

<b>Agenda Item</b>	<b>Information Only</b>	<b>Held for Further Review</b>	<b>Recommendations</b>
I. Introductions	X		
II. Approval of September 12, 2007 Minutes		X	
III. CACOT/Visitor Comments	X		
IV. Old Business <ul style="list-style-type: none"><li>Route revision subcommittee update</li></ul>		X	
V. New Business	N/A		
VI. Information Sharing	X		
VII. Adjournment			Adjourned at 9:21 a.m.

## **CONTENT OF DISCUSSION**

### **I. Introductions**

The meeting was called to order at 8:17 a.m.

Introductions of Commission members and staff were made.

### **II. Approval of September 12, 2007 Minutes**

There were not enough Commissioners present for a quorum. Approval of minutes will be made at the November meeting.

### **III. CACOT/Visitor Comments**

- Commissioner Friedt thanked Tim Bates and staff for working on OSU game day uniform options for the bus drivers. This was well received by the drivers.

### **IV. Old Business**

- Route Revision Update - The subcommittee was not able to meet since the last Commission meeting. Commissioner Friedt requested from staff a breakdown of ridership by route, either on a daily or weekly basis to determine which routes have higher ridership.
- Mr. Bates reported on the Regent shuttle, as follow-up to a question raised at the last meeting. The shuttle service runs Mondays at 10:00 a.m., Tuesdays at 10:00 a.m. and 2:00 p.m., and Fridays at 10:00 a.m. The shuttle goes to any location and waits for residents before returning to the Regent. Commissioner Verts stated it is imperative for at least one CTS bus to stop on the Regent side of the street.
- Commissioner Friedt questioned what the cost per hour is to run a bus. Ms. Namba stated it is approximately \$65.00 per hour.
- Commissioner Friedt questioned what the cost is for a bus the size of the Philomath Connection. Ms. Namba stated staff has not started the process of procurement of a new bus. Currently, all agencies in Benton County awarded capital grants through the 07-09 Discretionary Grant cycle are still awaiting agreements from ODOT. Ms. Namba will get the information requested.

### **V. New Business**

- There was no new business.

### **VI. Information Sharing**

- Mr. Bates provided construction updates: SW 9<sup>th</sup> Street and Jefferson - Traffic Signal work will continue until November. SW Country Club Drive - Weather permitting, the paving should be completed by the end of October.
- CTS provided an estimated 1,500 rides for the weekend of September 22-23 in support of the Fall Festival. Ms. Namba and Mr. Bates attended a driver's meeting after the Fall Festival to gain feedback regarding the reduction of hours this year compared to prior years.

Drivers agreed there was no negative response. Ms. Namba explained there may be changes to special events' scheduled hours in the future based on start and end times of events. Commissioner Friedt asked who paid for the free rides for the Fall Festival and daVinci Days. Ms. Namba stated the service was provided by CTS and the cost to provide Sunday service alone is approximately \$2,500. At some point Ms. Namba would like to look at which events get subsidized service on CTS buses and the Trolley. Discussion ensued about forming a policy/guideline manual for bus and trolley use. Commissioner Verts asked if staff could provide a summary of what CTS has done in the past and the costs to provide those event services to help the Commission to come up with guidelines.

- Ms. Hallett reported the Holiday Trolley's traditional merchant sponsorship has been the same core merchants throughout the years. Cost of operations has risen but the total number of merchants and sponsorships has not kept pace. Ms. Hallett has sought new merchant sponsors and would like to see a new option that is a Community Donor Sponsor with businesses, organizations or families donating \$100.00. Discussion ensued regarding funding of the Holiday Trolley and additional possible options, such as tours of neighborhood holiday lights. Ms. Namba stated the Holiday Trolley is a community event and will run as scheduled this year, even if sponsorship revenue falls short of the goal. Ridership for 2006 was 1,193 passengers. Ms. Hallett said she would like to keep the traditional merchant sponsorships and add the community donor sponsors to the 2007 service. She will then review the Holiday Trolley in January, 2008 regarding guidelines, policy and funding. The Commission agreed that Ms. Hallett should proceed this way.

(Commissioner Scott Carroll left)

- Ms. Hallett presented a "Bus Maps into Shelter Project" prototype. Maps will list route number, cross street location and approximate bus arrival time on the top of the map. A yellow arrow will point to the shelter's physical location and there will be highlighted time points under route schedule information in the left hand column. The Commission said the maps appear very informative. Ms. Namba stated new maps will go in all shelters.
- Mr. Bates reviewed the revised Beaver Bus routes. Four routes were changed to three routes. Ms. Namba stated the routes had been driver tested prior to the first week of service, but we still experienced serious on-time performance issues during the first week. Immediately following the first week of service, Transportation and Buildings Division Manager Jim Mitchell and Ms. Namba designed and drove new routes, then met with ASOSU to discuss the proposed changes. Staff felt the new routes worked well when placed into service. Mr. Bates stated the revised maps should be finished today for ASOSU to incorporate into the schedules for printing.
- CTS provided 43,181 rides in September, including 101 Beaver Bus rides. *Try Transit Week* ridership increased 15% over 2006. Traditionally, a detailed ridership graph and tabular historical ridership summary has been provided to the Commission each month. Mr. Bates asked if this level of detail each month was useful. Commissioner Friedt stated that the historical ridership doesn't need to be provided each month, and that a comparison of the current month to the same month for the prior year was the most useful. Commissioner

Verts said she finds the current month and year-to date ridership as compared to the prior year useful. There was a discussion about factors that affect ridership, such as population growth, OSU enrollment, OSU parking policies, and the recent construction of apartments very near campus. Ms. Namba said staff will provide simplified monthly ridership data, along with a quarterly report that compares ridership over the last 3 years.

- Commissioner Verts received a request from Julie Jackson at Allied Waste which was passed on to Jim Mitchell. Ms. Jackson was very pleased with the ridership figures and information Mr. Mitchell provided to her. Ms. Namba stated Ms. Jackson wanted to translate rides into carbon reduction figures. Councilor Grosch said the Energy Trust of Oregon has chosen Corvallis as a place to look at how Corvallis rolls out its sustainability and alternative forms of transportation programs. We should keep an eye on how this might affect transit ridership. Commissioner Verts and Ms. Namba both indicated Allied Waste is considering making a similar donation next year to continue the enhanced summer youth ridership program.
- Ms. Namba reviewed the OSU shuttle service which OSU recently redesigned. Because the shuttle departs the main CTS/OSU transfer point at SW Jefferson Way and 15<sup>th</sup> St. at the same time CTS buses leave the DTC, this does not provide ideal coordination of transit services. The southern transfer point near Reser Stadium does coordinate better.

## **VII. Adjournment**

The meeting was adjourned at 9:21 a.m.

**NEXT MEETING: November 14, 2007, 8:15 a.m., Madison Avenue Meeting Room**