

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
AGENDA**

Wednesday, February 8, 2006, 8:15 a.m.

**City Hall Conference Room D (Note Location Change in March)
501 S.W. Madison Avenue**

- I. INTRODUCTIONS
- II. APPROVAL OF MINUTES - January 11, 2006 meeting
- III. CACOT/VISITOR'S COMMENTS - Items not already on agenda
- IV. "ON THE GO" TRANSIT CONCESSIONAIRE REQUEST TO REDUCE OPERATING HOURS - Vendor's request included in packet; staff report during meeting
- V. SUBCOMMITTEE AND STAFF RECOMMENDATION ON ROUTE CHANGES- Report during meeting
- VI. INFORMATION SHARING - Written report distributed during meeting
- VII. ADJOURNMENT

Future Meetings:

Wednesday, Mar. 8, 2006 8:15 a.m., Madison Ave. Conference Room

(Note new location on Madison across the street from City Hall)

Wednesday, Apr. 12, 2006 8:15 a.m., Madison Ave. Conference Room

Wednesday, May 10, 2006 8:15 a.m., Madison Ave. Conference Room

The Corvallis City Hall is accessible to the public.

Please contact Michelle Rhoads at (541) 766-6916

if you will need special accommodations to attend the meeting.

CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT

MINUTES

January 11, 2006

Members Present

Scott Carroll
 Stephan Friedt
 Emily Hagen, City Councilor
 Bob Lowry, Chair
 Bjorn Warloe
 Robert E. Wilson

Staff

Jon Katin, Public Works
 Michelle Rhoads, Public Works
 Steve Rogers, Public Works Director

Visitors

None

Absent

Annie McMahan
 Brandon Trelstad
 Lita Verts, Vice-Chair

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations/Action
I. Introductions	X		
II. Approval of Minutes- December 14, 2005			Approved.
III. CACOT/Visitor's Comments	N/A		
IV. City FY 06-07 Budget Process	X		
V. Subcommittee and Staff Recommendation on Route Changes			Approved proposed route changes. Approved date for public meeting.
VI. Information Sharing	X		
VII. Adjournment	X		

CONTENT OF DISCUSSION

I. Introductions

Introductions of Commission members, staff and visitors were made.

II. Approval of Minutes- December 14, 2005

Commissioners Warloe and Friedt, respectively, moved and seconded that the Commission approve the minutes. The motion passed unanimously.

III. CACOT/Visitor's Comments

There were no visitor's comments.

IV. City FY 06-07 Budget Process

Michelle Rhoads reminded the Commission that this meeting represented the last opportunity as a Commission to make comments.

Steve Rogers reported that transit revenue sources are derived from property tax, Business Energy Tax Credits (BETC), federal funds, and OSU and citizen fares. The transit operations system is the only tax supported service which has suffered no cuts in the past several years. Rogers felt the transit operations system would not be subjected to any cuts for at least one more year but the transit budget is cloudy regarding future cuts.

V. Subcommittee and Staff Recommendation on Route Changes

Bob Lowry gave an overview of the subcommittee's findings on potential route changes. Route 1 would remain unchanged. Routes 2 would be changed to focus on 9th Street. Inbound Route 3 would continue on Western Boulevard to 15th Street. It would remain on the outskirts of OSU's campus on its inbound path of travel without having to access the core of campus, and would allow students and faculty to meet up with campus shuttles. Routes 2 and 3 would be paired together and total just under one hour in run times.

Routes 5 and 6 would remain unchanged and be paired together. Route 7 would be drastically altered by traveling south through Hewlett-Packard's campus to NE 2nd Street on its way to the Downtown Transit Center. It would then reverse itself from downtown to Hewlett-Packard, and return to downtown via Circle Boulevard, 29th Street and Monroe Avenue. This would enable both ends of HP's campus and 2nd Street to be served. A test run was recently conducted and the proposed route was within its time constraint.

Routes 4 and 8 would be paired together and both routes would be forty-five minutes in length. Route 4's increase in travel time would be due to its acquiring a portion of the current Route 7 path, specifically along Conifer Boulevard. Route 8 would be extended to travel along Country Club Drive and Research Way, bringing service closer for residents of

Stoneybrook. Route 8 would also stay on Western Boulevard and 15th Street on its inbound path of travel.

Rogers said the goal of the subcommittee and staff was to improve on-time performance and he believes this proposal accomplishes that goal. Those that will benefit greatly from the changes are HP, NE 2nd Street and SW Country Club Drive. Those that will lose some frequency of service are the Good Samaritan Hospital area and Southwest Corvallis.

Rhoads said there will be a three-month trial period during which OSU is in session. The changes will be closely monitored and any further revisions could be implemented during the summer months. Stephan Friedt said the route revisions were the only way to address on-time performance within the current budget.

Jon Katin reminded the Commission of a group of Stoneybrook residents who continue to advocate for CTS door-to-door service into the Stoneybrook complex. CTS currently services SW Country Club Drive as the nearest stop to Stoneybrook. One factor hampering CTS's ability to provide the service as requested is the difficulty with smaller-than-needed turning radii for buses within the complex.

The subcommittee and staff are considering whether to originate Route 7's departure from downtown (up Monroe Avenue) at the top of the hour or the bottom of the hour. Riders who live near stops of Route 7 and need to be at OSU by the top of each hour would benefit greatly from Route 7 departing the transit center at the top of the hour. If Route 7 departed the transit center at the bottom of the hour, riders who need to be at HP at the top of the hour would benefit greatly.

Rhoads said it would be critical to garner OSU's willingness to provide a campus shuttle at regular and frequent intervals to OSU's parking lot by the Hilton Gardens Hotel. Both Routes 3 and 8 would remain on the outskirts of campus so an OSU shuttle would be needed to ferry students to the core of campus.

Rogers said the goal of the original Transit Master Plan was to develop routes which fit the Comprehensive Plan. Transit and land use were to be tied together. Future development and density were considered when deciding bus routes.

Staff asked the Commission to issue recommendations on the proposed bus route changes, which will be shared with the public during the January 30 public meeting. Final deliberations and final recommendations could be made January

30 or at the February 8 CACOT meeting. The public meeting will be held at the Fire Station 1 meeting room.

Commissioners Wilson and Warloe, respectively, moved and seconded that the Commission approve the route changes proposed by staff and the subcommittee and approve the public meeting date. The motion passed unanimously.

VI. Information Sharing

Jon Katin recapped six items that are either private/internal information or public information vis a vis the Auto Announce System for CTS.

1. Auto Announce - Public Info
2. Driver Assistance and Dispatch Communication - Private/Internal Info
3. Passenger Counting - Private/Internal Info
4. Wayside Signs, including the Web Connection - Public Info
5. Management Reports - Public Info, but not readily accessible to the public
6. Real Time Information - Private/Internal Info

Rhoads stressed that all Auto Announce information is for public consumption but the six items above detail which items will be available for public viewing online or in a public domain.

Friedt asked if the wayside signs in the field are operational. Katin said there is a technological issue with the signs and the vendor is working to correct the problem.

VII. Adjournment

Commissioners Carroll and Wilson, respectively, moved and seconded to adjourn. The motion passed unanimously.

Future Meetings:

Wednesday, February 8, 2006, 8:15 a.m., City Hall Conference Rm. D
Wednesday, March 8, 2006, 8:15 a.m., Madison Ave. Conference Room
Wednesday, April 12, 2006 8:15 a.m., Madison Ave. Conference Room

Memorandum

DATE February 7, 2006
TO: CACOT Members
FROM: Michelle Rhoads, Transit Manager
SUBJECT: Information Sharing Written Report

- **No Significant Service Impacts during Recent Flooding** - The Corvallis Transit System (CTS) and Philomath Connection buses were stationed at City Public Works during the recent flood episodes to assure continuous operations. Laidlaw drivers and office staff are to be commended for the efficient and effective manner in which they responded to this operational issue.
- **The Corvallis Clinic Group-Pass Program** - Effective February 1, 2006, employees of The Corvallis Clinic may use their valid photo employee identification card as their ticket to ride CTS. Welcome aboard!
- **OSU/ASOSU Annual Survey** - The two-week survey was held Jan. 23 - Feb. 4, 2006. Results are being tabulated and will be available by the March CACOT meeting.
- **“On the Go” Transit Concessionaire** - Staff has continued dialogue with the vendor regarding the vendor’s concern about the viability of operating the concessionaire. The vendor’s proposal to modify business hours was distributed prior to the meeting. Any modifications to the existing lease agreement must be approved by the City Council. Staff will present additional information during the meeting.
- **Ridership** - Ridership reports will be distributed during the meeting. Highlights are:
 - CTS provided 48,727 **RIDES DURING JANUARY. NOT A NEW RECORD FOR JANUARY, BUT IT IS AN INCREASE OF 2.9% OVER THE PRIOR 5 YEAR AVERAGE FOR JAN. OF 47,375.**
 - **PHILOMATH PROVIDED 1,479 RIDES DURING JANUARY,**

**ANOTHER NEW MONTHLY
RIDERSHIP RECORD AND A 3.9%
INCREASE OVER THE OLD JAN.
RECORD SET LAST YEAR.
RIDERSHIP FOR JANUARY IS
18.2% HIGHER THAN THE PRIOR 5
YEAR AVERAGE FOR JAN.**

- Dial-A-Bus provided 49 ADA rides during January and monthly ridership continues to exceed prior years' ridership.
- **On-Time Performance** - The report will be distributed during the meeting. January performance was 90%. As agreed, use of the standby bus resumed on January 9.
- **Auto-Announce/Passenger Information System** - The system is still in the test phase and the vendor is eliminating "bugs" in the system.
- **Installation of Refurbished Bus Shelters** - Some of the shelters have been installed at their sites. CTS bus schedules and stop decals are being added to them. The remaining shelters will be installed soon. There have been two incidents of vandalism at the shelter installed at 5th & Polk: broken glass panels and graffiti. A sign has been posted on the shelter, requesting the neighborhood's assistance.
- **Upcoming Events** -
 - ▶ **Travel Training and Nylon Strap Installation** - It is tentatively scheduled for Saturday, March 11 at the Main Meeting Room of the Library, and will be held during regular CTS operating hours. It is anticipated that Benton County Special Transportation Program, Dial-A-Bus, OSU staff and volunteers will participate in the event.
 - ▶ **Senior/Youth/Disabled Ridership Survey** - It is scheduled for April.