

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
AGENDA**

**Wednesday, June 14, 2006, 8:15 a.m.
Madison Avenue Conference Room
500 SW Madison, Across Madison from City Hall**

- I. INTRODUCTION

- II. APPROVAL OF MINUTES - May 10, 2006 CACOT meeting

- III. CACOT/VISITOR'S COMMENTS - Items not already on agenda

- IV. STATUS OF ROUTE REVISIONS- Staff report during meeting

- VI. INFORMATION SHARING - Written report enclosed

- VII. ADJOURNMENT

Future Meetings:

**Wednesday, July 12, 2006, 8:15 a.m., Madison Avenue Conf. Room
Wednesday, August 9, 2006, 8:15 a.m., Madison Avenue Conf. Room
Wednesday, Sept. 13, 2006, 8:15 a.m., Madison Avenue Conf. Room**

**The Madison Avenue Conference Room 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

May 10, 2006

Members Present

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

Staff

Michelle Rhoads, Public Works

Visitors

Paul Morgan

Absent

Emily Hagen, City Councilor
 Annie McMahon

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations/Action
I. Introductions	X		
II. Approval of Minutes- April 12, 2006			Approved
III. CACOT/Visitor's Comments	X		Consensus on City's proposal for a 5% telecommunications tax
IV. Status of Route Revisions	X		
V. Information Sharing	X		
VI. Adjournment	X		

CONTENT OF DISCUSSION

I. Introductions

Introductions of Commission members, staff and visitors were made.

II. Approval of Minutes- April 12, 2006

Commissioners Friedt and Trelstad, respectively, moved and seconded that the Commission approve the April 12, 2006 minutes. The motion passed unanimously.

III. CACOT/Visitor's Comments

- Mr. Morgan said it would be helpful to have "No Smoking" signs on both the inside and outside of bus shelters. Ms. Rhoads said staff is looking into putting them on both sides.
- Commissioner Verts asked for an addition to the agenda. She was asked by Mayor Berg to solicit Commission comment on the proposed 5% telecommunications tax on telecommunications providers within the City.

Ms. Rhoads read excerpts from Mayor Berg's April 4, 2006 memorandum titled "Telecommunications Service Tax Proposal", which was previously distributed to all members of City advisory commissions and boards. The memorandum describes the City's intent to provide "a level playing field" for all telecommunications companies operating in Corvallis by collecting a 5% franchise fee across the board; further that "if the new revenue is not pursued" that "the City would potentially need to reduce services in other areas to fund the critical Fire services".

Commissioner Lowry said that because transit riders are not generally a vocal group, there is a somewhat weak public representation advocating for transit. The Budget process from two years ago was mentioned as an example, in which advocates of the Osborne Aquatic Center attended public meetings in high numbers to solicit support for their interest.

Commissioners Friedt, Trelstad and Carroll said they were somewhat apprehensive in issuing a declaration on behalf of the Commission for or against the proposed tax. There were questions about the process being used to tender the proposal, its relationship to this Commission and the political nature of the request.

Commissioner Lowry agreed that it is not the Commission's charge to weigh in as a body. Ms. Rhoads stated that Commission members have two avenues available to them in which to state their views on the proposal and that they can have different opinions through each of those roles:

- As a Transit Commission member, advising the City Council on policy, operational and funding matters

affecting the Transit program, representing the interests and needs of Transit

- As a citizen of Corvallis or user of Corvallis-area telecommunications services or transit services, they can register their personal perspective on the proposal

There was discussion that if this funding is not secured by the City, the transit program could potentially be negatively impacted in the future. The reason is that if this revenue source is not secured, City General Funds might be diverted to pay for these Fire funding needs, which might reduce the General Funds available to support Transit services.

Commission members agreed that they are in support of City services in general and especially the City's fire services and the transit program. Their concerns were about this particular proposal, the process and CACOT's role in relation to this particular funding proposal.

In conclusion, CACOT issued this consensus:

CACOT recognizes the potential fiscal impact this may have on the City budget, but it believes that it is inappropriate for CACOT to take a position on this issue.

IV. Status of Route Revisions

Ms. Rhoads is monitoring results of the route changes that went into effect in April. If it is necessary to make additional adjustments, she will contact the Commission sub-committee for their input. The route 3/4 pairing seems to be experiencing on-time performance issues in the afternoons. Commissioner Trelstad asked when passenger shelters along the old routes will be moved to new locations. Ms. Rhoads said they will be moved in the near future, after confirmation that CTS will stay with the April routes.

Commissioner Friedt expressed a "90%" satisfaction level with the April route revisions, especially with performance in the morning and is mostly satisfied with the performance in the afternoon.

Paul Morgan asked if the automatic changing of the bus electronic signs can be adjusted to display sooner than it does currently. He shared his observation that the April

route changes improved transfer opportunities between routes and have resulted in a more "relaxed" atmosphere for transfers at the Downtown Transit Center.

V. Information Sharing

Ms. Rhoads shared highlights from the Information Sharing Report regarding CTS on-time performance and transit ridership, including the recent Senior/Youth/Disabled survey.

Commissioner Carroll reported that Samaritan Health Services is developing expansion plans and has current and potential parking issues that could be alleviated if people were encouraged to use transit services. Ms. Rhoads will work with Commissioner Carroll to present information to Samaritan Health Services about an employee transit group pass program.

VI. Adjournment

Commissioner Trelstad made a motion to adjourn the meeting; Commissioner Carroll seconded the motion. The meeting adjourned.

Future Meetings:

Wednesday, June 14, 2006, 8:15 a.m., Madison Avenue Meeting Room
Wednesday, July 12, 2006 8:15 a.m., Madison Avenue Meeting Room
Wednesday, August 9, 2006 8:15 a.m., Madison Avenue Meeting Room

Memorandum

DATE June 10, 2006

TO: CACOT Members

FROM: Michelle Rhoads, Transit Manager

SUBJECT: Information Sharing Written Report

- **Route and On-Time Performance** - This will be reported and discussed in depth during the Commission meeting. CTS on-time performance in May was 96% using the same data collection and reporting methodology used in the past for consistency purposes. The automated system is also being used to monitor performance.
- **New Transportation Services Supervisor Effective July 1** - Lisa Namba has been hired to replace Jon Katin when he retires June 30. Lisa begins work on June 19. Congratulations to Jon on his retirement and to Lisa on her new position. It is anticipated that Lisa will attend the June 14 CACOT meeting for introductions.
- **“On the Go” Transit Concessionaire Summer Hours** - The concessionaire is now open until 6:00 p.m. through August. Saturday hours may be added if there is sufficient business.
- **Proposed Monroe Ave. Capital Improvement Project** - During the July meeting the Commission will be asked to respond to a preliminary design proposal to change the street to enhance pedestrian, bicycle and vehicle safety. The proposal will be sent out with the July meeting packet for review prior to the meeting.
- **Operations and Maintenance Facility** - A number of planning meetings were held during May with potential facility/transportation partners including 509J School District, Oregon State University, Benton County and Dial-A-Bus.
- **Honored Citizen Bus Passes** - Over 280 passes have been issued to Corvallis citizens 80 or more years of age since the program began in September 2004.
- **Corvallis Area Metropolitan Planning Organization (CAMPO) Transit Modeling** - CAMPO is working with ODOT staff to develop anticipated transit needs for the Corvallis area through 2030. It discusses potential expansion of services between Philomath and Corvallis, and within Philomath. It also discusses potential transit service to Adair Village and regional park-n-ride facilities.
- **Ridership** - Ridership reports will be distributed during the meeting. Highlights are:

- ▶ **CTS** set a new May ridership record, providing 52,431 rides, which was an 11.6% increase over the old May ridership record set last year (46,977). It is also a 12.6% increase over the prior 5 year average for May rides (45,333). Year-to-date rides total 518,976 which is a 5.4% increase over 2005's YTD rides through May (492,619). Ridership is on track to set another annual record.

CTS provided free rides on Monday, May 15 in support of the City's "Get There Another Way Week" promotion.

- ▶ **Philomath** provided 1,538 rides during May, another new monthly ridership record and a 27.1% increase over the prior monthly record set in 2001 (1,498 rides). Year-to-date rides total 15,096 which is a 22.9% increase over 2005's YTD rides through May (13,030).
- ▶ **Dial-A-Bus** ridership continues to increase as well. May was the 5th month this fiscal year in which over 6,000 rides were provided.

- **Auto-Announce/Passenger Information System** - A couple of riders and/or drivers have requested that the "reader board" on the exterior of the buses change route numbers prior to the buses arriving at the Downtown Transit Center (DTC, 5th & Monroe). The request has been considered and a decision has been made to keep the information system as is for the time being, which is for the route numbers to change once the bus has entered the DTC.

- **Upcoming Events and Promotions** -

- ▶ **OSU Student Orientations** - Marketing CTS and Philomath Connection to OSU students continues on an ongoing basis. Flyers are being distributed in June, July and August with the student orientation packets. Advertising is placed in the school calendar and in appropriate issues of The Barometer.
- ▶ **Expanded CTS service hours for da Vinci Days, July 15-16, 2006** - Buses will operate from 9:45 a.m. to 7:15 p.m. on Saturday and Sunday.
- ▶ **Benton County Fair Shuttle August 2 - 6, 2006** - The trolley will operate on a 30 minute frequency from 12 noon to 11 p.m. each day of the Fair, which is Wednesday through Sunday this year (a change from prior years of Tues-Sat).
- ▶ **Travel Training for Seniors and Persons with Disabilities, Fall 2006** - Planning is underway for additional group training events ("Tea for Transit II") and a continuation of one-on-one training by paid and volunteer staff. Some of the volunteers will be "peer trainers," meaning seniors who are already comfortable riding CTS would help train other seniors ; people with disabilities who are already comfortable riding CTS would help train other people with disabilities. This effort is a collaboration of the City, Benton County, Dial-A-Bus and ODOT.