

DRAFT
CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
MINUTES

September 13, 2006

Members Present

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

Staff

Lisa Namba, Public Works
Michelle Rhoads, Public Works

Visitors

Paul Morgan
Susan Hyne
Ali Bonakdar, Director, CAMPO

Absent

ASOSU representative

SUMMARY OF DISCUSSION

| Agenda Item | Infor- mation Only | Held for Further Review | Recommendations/Action |
|---|--------------------------|----------------------------------|--|
| I. Introductions | X | | |
| II. Approval of Minutes- August 9, 2006 | | | Approved |
| III. CACOT/Visitor's Comments | X | | |
| IV. CAMPO Draft Transportation Plan | X | | |
| V. Beaver Bus | | | Approved implementation of Beaver Bus project |
| VI. ADA Paratransit Service Fare Review Process | | | Approved staff's recommendation |
| VII. Operating and Maintenance Facility Site Selection Process | X | | |
| VIII. Information Sharing | | | CACOT October meeting moved to October 18th |
| IX. Adjournment | X | | |

CONTENT OF DISCUSSION

I. Introductions

Introductions of Commission members, staff and visitors were made.

II. Approval of Minutes- August 9, 2006

Commissioners Friedt and Trelstad, respectively, moved and seconded that the Commission approve the August 9, 2006 minutes. The motion passed unanimously.

III. CACOT/Visitor's Comments

- Ms. Hyne is a new Corvallis resident. She appeared at the meeting to volunteer her services to the Commission in helping others navigate the transit system. Ms. Rhoads will work with her on volunteer activities.
- Chair Lowry recently attended a State Advisory Committee on Transit. He is greatly impressed with the newly appointed interim director.
- Commissioner Harrod suggested an increase in efforts to promote transit to community groups, including OSU students. The Public Access Channel was offered as one example of a means to publicize the service. City Councilor Hagen offered to participate in a publicity task force along with Commissioner Harrod. It was noted that OSU students and City staff are currently in discussions to develop an Associated Students of Oregon State University (ASOSU) "Transit Advisory Board" that would advise the City regarding transit matters, facilitate communication between the City and ASOSU regarding service changes and associated costs, and forward fee increase requests to the Student Incidental Fees Committee.

IV. CAMPO Draft Transportation Plan

Mr. Bonakdar announced the CAMPO Draft Transportation Plan (Plan) will be presented during a public meeting September 14th at the Corvallis-Benton County Library. There will also be a public hearing at the Benton Plaza September 21st. All questions and comments must be submitted by September 25th. It was noted that because the Plan is not a land-use plan, a public hearing is not required but one is being held as a means to educate the community and encourage involvement.

The Plan is characterized by a strong emphasis on transit development and alternative modes of transportation. The transit element of the Plan includes route extensions, new route development, park and ride lots on transit or proposed transit routes, and some Transportation Demand Management (TDM) measures. The Plan also advocates for group pass programs and land use which is more friendly to transit service.

Commissioner Verts said extended hours for transit service is the most frequent concern she hears from citizens. Mr. Bonakdar said this is a budget issue. In order to accommodate longer hours, other services would need to be reduced. It was noted that this Plan assumes a continuation of Federal Transit Administration (FTA) operating and capital grant funds. Councilor Hagen said the Beaver Bus is one step toward extended service. Ms. Rhoads stated the Plan is a long-range plan, which means changes in funding availability could present future opportunities for new services.

Commissioner Carroll asked about the funding levels required to implement service enhancements identified in the draft Plan. Mr. Bonakdar noted that information is located in the Appendix to the Financial Plan portion of the draft Plan on the CAMPO website.

The Commission did not take a position on the draft Plan at this time but members are aware that they can still make individual comments during the meetings and written comments before the September 25th deadline.

V. Beaver Bus

The proposed schedule and map for the Beaver bus were distributed to CACOT members. Two buses will run during this service period, operating Thursday, Friday and Saturday nights when OSU is in session. The first trip for both buses will depart the Downtown Transit Center at 9:00pm, with service concluding at 3:00am.

The \$63,000 cost of the service will be split evenly among the City of Corvallis, ASOSU Student Incidental Fees and local businesses (though ASOSU). A provision in the agreement between the City and ASOSU states that if ASOSU fails to pay in a timely fashion the City may terminate the agreement with 30 days notice. Regular CTS fares and Code of Conduct apply to this service. The service is open to the general public, and riders can "pay" with an

OSU or Group Pass Program identification card or pay a regular fare. ASOSU will provide a student volunteer on each trip of each bus. Drivers are ultimately responsible for enforcing the CTS Code of Conduct.

Intoxicated riders will not be denied use of the bus unless they exhibit behavior problems. Part of the reasoning behind the Beaver Bus is to keep intoxicated persons from driving. Ms. Rhoads met with CTS drivers who will be involved with operating the Beaver Bus and she will receive their comments and suggestions within the next few weeks.

Chair Lowry suggested having a form on the bus that riders could voluntarily fill out stating their reasons for using the bus. He agreed to assist in the development of the form.

The Beaver Bus will stop to pick up and drop off passengers at any existing CTS bus stop along the route. For stop locations along the Beaver Bus routes which are not currently served by CTS, OSU students have proposed the installation of bus stop signs to be funded by ASOSU.

Commissioners Verts and Trelstad, respectively, moved and seconded that the Commission recommend implementation of the Beaver Bus project. The motion passed unanimously.

VI. ADA Paratransit Service Fare Review Process

A staff report was distributed to CACOT members. The report recommended the Commission support continued collaboration with Benton County regarding passenger fares charged by Dial-A-Bus for the City ADA Paratransit and Benton County Special Transportation Fund programs. Anticipated time lines and tasks were outlined in the report.

Commissioners Friedt and Wilson, respectively, moved and seconded that the Commission accept staff's recommendation to support the City's practice of collaborating with Benton County.

Discussion ensued on the motion. Federal regulations prohibit ADA fares from being more than double that of adult cash fares. Currently, CTS's adult cash fare is 75 cents per trip. Therefore, the paratransit fare can be no more than \$1.50 per trip. The Philomath Connection's adult cash fare is \$1 per trip. Therefore, the

paratransit fare can be no more than \$2 per trip.

The motion passed unanimously.

VII. Operating and Maintenance Facility Site Selection Process

The City hired a consultant to provide the following services relating to the selection of an operating and maintenance facility site:

- Help the City select a site
- Lead the City through the environmental process with the FTA
- Prepare a schematic design for the facility
- Prepare a cost estimate for the schematic design

The consultant has identified potential partners, divided into three categories. The first category is CTS, Dial-A-Bus and 509J School District. The second category is the Fire Department because of its need for a fire training center. The third category could include City of Corvallis Public Works, Benton County Public Works, Corvallis Parks & Rec, OSU Motor Pool and like entities.

Criteria used in the matrix developed by the consultant includes land use, zoning, encumbrances, current uses and transportation network surroundings. After an initial screening, a tighter set of criteria will be used to select three preferred sites. It is hoped that one preferred site will be identified by the end of 2006. At that time, the consultant will prepare a schematic design and cost estimate for the facility.

If funding is acquired, it is hoped that the City will have a site by the summer of 2008. The City's current transit operating agreement with Laidlaw is due to expire at the end of 2008. A City-owned facility would help create a level playing field to encourage operating proposals from other potential transit providers. The City has applied for a federal earmark for approximately \$2.5 million through its congressional representatives. Chair Lowry noted that the State's "Connect Oregon" competitive grant process may offer a funding mechanism for the local match.

VIII. Information Sharing

- CTS drivers were given maps and written instructions for use of existing Opticom traffic priority devices. The devices are used to keep green left-turn arrow lights green so buses can avoid stopping for changing traffic lights. Staff will e-mail CACOT members the map of locations with Opticom devices.
- August on-time performance was 98%. Ms. Rhoads commended CTS drivers for this figure in the face of multiple summer construction season detours and delays.
- There was a new ridership record for August.
- Ms. Rhoads distributed a transit monthly financial report, per the request of the Commission. Starting in October, the report will be distributed quarterly.
- CACOT members Friedt and Trelstad are volunteering to help staff the City's display booth at "Where It's @" Community Fair on the OSU campus September 29th.
- The October meeting is rescheduled from the 11th to the 18th.

IX. Adjournment

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

Future Meetings:

**Wed., October 18, 2006, 8:15 a.m., Madison Avenue Meeting Room
Wed., November 8, 2006, 8:15 a.m., Madison Avenue Meeting Room
Wed., December 13, 2006, 8:15 a.m., Madison Avenue Meeting Room

** - This meeting is one week later than originally scheduled