

**CORVALLIS CITIZEN'S ADVISORY COMMISSION ON TRANSIT  
AGENDA**

**Wednesday, August 10, 2005, 8:00 a.m.  
City Hall Conference Room D  
501 S.W. Madison Avenue**

- I. INTRODUCTION
  
- II. APPROVAL OF MINUTES - Meeting July 13, 2005
  
- III. CACOT/VISITOR'S COMMENTS - Items not already on agenda
  
- IV. STONEYBROOK RESIDENTS' REQUEST FOR DIRECT SERVICE & OTHER POTENTIAL ROUTE CHANGES - Staff follow up during meeting
  
- V. TRANSFER WAIT TIME - Staff report during meeting; Decision to stay at 3 minutes or return to 5 minutes
  
- VI. INFORMATION SHARING - Written report to be distributed during meeting
  
- VII. ADJOURNMENT

**Future Meetings:**

Wednesday, Sep. 14, 2005 8:00 a.m., City Hall Conference Rm. D  
Wednesday, Oct. 12, 2005 8:00 a.m., City Hall Conference Rm. D  
Wednesday, Nov. 9, 2005 8:00 a.m., City Hall Conference Rm. D

**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**

July 13, 2005

Members Present

Emily Hagen, City Councilor  
Bob Lowry, Chair  
Brandon Trelstad  
Lita Verts, Vice-Chair  
Bjorn Warloe  
Robert E. Wilson

Staff

Jon Katin, Public Works  
Michelle Rhoads, Public Works

Visitors

Stephan Friedt  
Paul Morgan  
Carl Switzer, CAMPO

Absent

Scott Carroll  
Robert Straus

SUMMARY OF DISCUSSION

Agenda Item	Infor- mation Only	Held for Further Review	Recommendations/Action
I. Introductions	X		
II. Approval of Minutes- June 8, 2005			Approved, as corrected.
III. CACOT/Visitor's Comments	X		
IV. Stoneybrook Residents' Request for Direct Service		X	Staff directed to consider alternatives to Stoneybrook service and other suggested route changes.
V. Corvallis Transit System Policies			No further action required at this time.
VI. Election of CACOT Chair and Vice-Chair			Bob Lowry was re-elected as Chair. Lita Verts was re-elected as Vice-Chair.
VII. Information Sharing	X		
VIII. Adjournment	X		

CONTENT OF DISCUSSION

**I. Introductions**

Introductions of Commission members, staff and visitors were made.

## **II. Approval of Minutes- June 8, 2005**

Under Visitor's Comments, Page 2, Paragraph 2, Paul Morgan is incorrectly identified as an employee of Laidlaw.

**Commissioners Wilson and Verts, respectively, moved and seconded that the Commission approve the June 15, 2005 minutes as corrected. The motion passed unanimously.**

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

Paul Morgan said the double-sided notices posted on the shelters at the Intermodal Mall have been very effective. The notices remind passengers that littering and smoking are prohibited at the Intermodal Mall.

Bob Lowry said there are three items the Commission should consider regarding paths of bus routes. The first is altering the inbound Route 4's path due to the new front entrance at Corvallis High School. The entrance was previously on 11th Street but is currently on Buchanan Avenue. Specifically, Route 4 should return to downtown on 5<sup>th</sup> St. The second is Route 1's path while traveling westbound (inbound) on Walnut Boulevard and that it should stay on Walnut. The third is Route 6's path. One solution would be the eliminating travel on Western Boulevard during the inbound trip and proceeding directly to the Intermodal Mall. Another would be to have Route 6 travel exclusively on South 3rd Street.

Michelle Rhoads said that any discussion by the Commission on potential route changes would require a staff report on potential impact of the changes.

Paul Morgan said there are continuing problems with the on-time performance of Route 2. The inbound Route 2 is paired with one of the Route 5 trips and often there is not ample time to make a transfer.

## **IV. Stoneybrook Residents' Request for Direct Service**

### **Background:**

Stoneybrook is a senior residential complex at which residents 55 years of age and older reside. Federal transportation programs identify "seniors" as those

persons 60 years of age and older.

A resident of Stoneybrook, acting as a representative for a number of residents, requested CTS service be extended into the Stoneybrook complex. Currently, Route 3 travels on Country Club Drive then turns on to 49th Street toward Research Way. The resident proposed Route 3 stay on Country Club Drive, turn right on to 49th Street and then turn left on to Hollyhock Circle. From Hollyhock Circle, Route 3 would turn on to 45th Street, then turn onto Country Club Drive. The proposed change in service would require Route 3 to travel on Hollyhock Circle, a path it currently does not take.

**Discussion:**

A staff report was distributed to Commissioners. Michelle Rhoads said CTS, the City of Corvallis and the Commission have a long-time commitment to providing service to seniors. Rhoads said providing service directly to Stoneybrook would require at least 2 minutes and 30 seconds of additional time per trip. This would require a reduction in service elsewhere in order to maintain on-time performance of the route.

Rhoads referred to the Draft Transit Master Plan in identifying Country Club Drive as a "secondary corridor" but not identifying 49th Street or Hollyhock Circle as "secondary corridors" or "primary corridors" of transit. The Master Plan does not identify Country Club Drive, 49th Street or Hollyhock Circle as candidates for "future extensions of service". Jon Katin added that the weight of the transit buses could result in costly street repairs.

The staff report recommended maintaining Route 3's path as it is currently configured and not extending service into Stoneybrook. The proposal would be kept on file for future prioritization with other service requests or for expansion should additional resources become available in the future.

Lita Verts said the residents of Stoneybrook deserve service into their complex. The majority of Stoneybrook residents are considerably older than 60 years of age. Verts said the bus should travel down Country Club Drive and stop at the end of the driveway.

Bob Lowry stated that property developers must take

transit and future transit needs into consideration when designing residential properties. Lowry went on to say Stoneybrook's management previously advised residents that there would be bus service to the front door of Stoneybrook. This created false expectations among residents of Stoneybrook and gave the impression that CTS has not followed through on previous promises. Lowry said Stoneybrook would have helped its cause if the roads had been designed to allow for bus turnarounds.

Bjorn Warloe asked whether Stoneybrook residents would accept service on Country Club, if it were not feasible to travel on Hollyhock. This would shorten the residents' walk by about one block. Michelle Rhoads said Stoneybrook residents were hoping for any alternative which would shorten the walk to a bus stop for residents. Rhoads offered to speak to Stoneybrook residents regarding the proposed alternative. Rhoads cautioned that this alternative could impact the present service to Research Way on Route 3.

An alternative discussed was to alter the path of Route 8 to go up Research Way and eliminate service completely on Philomath Boulevard. Route 3 would service Country Club Drive. This alternative would mean hourly service to the Research Way/Technology Loop area. Route 8 would likely need to be designated a "35-minute route", it is currently designated a "30-minute route".

Bob Lowry proposed having staff look at revising Routes 3 and 8 and whether Route 8 should continue to be on Harrison and 53rd Street. Rhoads said Benton County is preparing this week to pour a concrete slab to enable CTS to install a bus shelter on 53rd Street north of the Fairgrounds.

The Commission directed staff to look into providing service on Country Club Drive which would provide service closer to Stoneybrook than presently provided.

Carl Switzer of CAMPO said the regional transportation plan calls for centralized development and the encouragement of development which would be transit-friendly. Switzer said he worried that servicing developments which are far away from downtown would set a bad precedent. Jon Katin said if Stoneybrook is accommodated with this request, the Commission can expect others to follow suit, for example, Grand Oaks.

## **V. Corvallis Transit System Policies**

Michelle Rhoads distributed a staff report to the Commission from the City Attorney's Office. CTS has had the current conduct policies in place since 1996 and the policies are at least as strongly stated as other local transit systems. The City Attorney advised the Commission that if revisions are desired, it should hold an executive session to discuss them. Rhoads is awaiting a copy of a report from the Police Department with details of an incident which occurred on a CTS bus last week involving a situation discussed during previous meetings.

Jon Katin said when the code of conduct was written, it was the intention of the authors that it be written very restrictively. It could then be scaled back, if necessary. Katin said if the code of conduct were changed, it is his opinion the code would be softened up to the point that there would need to be alterations to close potential loopholes. Katin said unless there were specific items to be added or deleted, it was his opinion that the code should be used as a guide.

CACOT did not take further action at this time.

## **VI. Election of CACOT Chair and Vice-Chair**

**Commissioners Wilson and Trelstad, respectively, moved and seconded that Bob Lowry be re-elected as Chair and Lita Verts be re-elected as Vice-Chair of CACOT. The motion passed unanimously.**

## **VII. Information Sharing**

An Information Sharing Report was distributed to CACOT members.

Jon Katin said that CTS received notice from the Governor of Oregon raising the transit security threat to Level Orange. Because of the relatively small size of CTS's transportation scope, it is unable to comply with some of the Level Orange conditions such as placing transit security on buses and eliminating parking within a certain distance of transit facilities. CTS did notify Laidlaw Transit and Dial-A-Bus to alert its drivers to be particularly attentive to any riders who are not regular customers and any strange, unattended packages. Staff has coordinated with the Police Department, which would be immediately available in case of any incident involving CTS, Laidlaw or Dial-A-Bus. The Police Department will

frequently visit the Intermodal Mall to observe activities.

Katin said grant applications are being explored in support of closed circuit cameras for CTS buses and the Intermodal Mall. The cameras' videotapes could be monitored by a Laidlaw employee or a Police Department employee.

Katin said CTS received its initial Business Energy Tax Credit (BETC) check for nearly \$100,000. The check was for the fourth quarter of the 2004-2005 fiscal year. CTS will receive \$400,000 for fiscal year 2005-2006. CTS applied for a 25% match share for a recently delivered CTS bus. The 25% match share would be \$40,000. Katin thanked Citizens Bank for being CTS's pass-through partner. There will be a ceremony at 10:00 a.m., August 8 at Citizens Bank to recognize the bank for its support of CTS's BETC projects. CACOT members were invited to attend the event.

#### **VIII. Adjournment**

The meeting was adjourned.

#### **Future Meetings:**

Wednesday, Aug. 10, 2005, 8:00 a.m., City Hall Conference Room D  
Wednesday, Sept. 14, 2005 8:00 a.m., City Hall Conference Room D  
Wednesday, Oct. 12, 2005, 8:00 a.m., City Hall Conference Room D

## Memorandum

DATE: August 5, 2005

TO: CACOT Members

FROM: Michelle Rhoads, Transit Manager

SUBJECT: Information Sharing Written Report

- **Update on Passenger Behavior** - No further action can be taken at this time unless there is new information/activity or as directed by the City Attorney Office and/or Corvallis Police Department.
- **Federal Earmark for Corvallis Bus Replacement 2006-09** - Over \$1.2 million has been assigned for Corvallis bus replacement during Federal Fiscal Years 06-09. It is anticipated that this will be sufficient for replacing 4 buses. The City will consider the possibility of purchasing hybrid-fueled vehicles.
- **Route Revisions** - The City has decided to conduct a more broad review of the CTS route system than was originally requested by CACOT during its July meeting in order to address a number of issues and suggestions for improving services to the community. To do so will require more time to collect and analyze ridership data. This will occur over Fall 2005, with a projected implementation date of early January, 2006. A supply of CTS bus schedules depicting routes and times as of June 30 will be printed to accommodate needs until new schedules are ready in January.

It is requested that one or two CACOT members volunteer to act in a more direct advisory capacity with staff over the coming months to represent CACOT interests in reviewing potential changes. Ideas under consideration include those suggested by CACOT as well as those by riders and staff, and those compiled during the recent review of the draft Transit Master Plan:

- Service more accessible to Stoneybrook residents
- Potential adjustments to Routes 1, 4, and 6
- More direct service between Hewlett-Packard and OSU
- Possible coordination with 509J school bell times
- Addressing ongoing on-time performance issues

- **Laidlaw Facility Move** - It is complete. The new phone number is 791-5320 and the new address is 30373 Hwy 34, Albany, OR 97321. The move should not impact system performance as the revenue route hours remain the same. Adjustments to the Lost and Found system are being worked out now to assure customer friendliness, given the distance of the facility from Corvallis.
- **Auto-Announce/Passenger Information System and Installation of “New” Bus Shelters** - Both are still in process and anticipated to be complete by September 30.
- **Ridership** - Ridership reports will be distributed during the meeting. Highlights are:
  - CTS provided 38,343 rides during July, including the 1,902 FREE rides provided during Saturday and Sunday of da Vinci Days; ridership statistics for the 2005 Benton County Fair won't be available until the meeting next week;
  - **Philomath** provided 1,095 rides during July, setting a new ridership record for any July on record since the service began 5 years ago;
- **On-Time Performance** - CTS on-time performance for July was dismal, at 90% average. Route 8 and the Route 6 trip that is paired with it were heavily impacted by construction on 53<sup>rd</sup> St. The good news is that this construction project is mostly complete.
- **Honored Citizen Bus Pass Recipients** - Through July 2005, 169 seniors 80 years of age or older have been issued free bus passes!
- **Upcoming Special Events** -
  - **Try Transit Week** - It is scheduled for October 3 - 8, 2005. The Linn-Benton Loop, Philomath Connection, and Albany Transit System are expected to participate as well.
  - **The Linn-Benton Loop is celebrating its 25<sup>th</sup> anniversary of service this year** - There may be some special promotions occurring as a result.