

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

**Wednesday, September 14, 2005, 8:00 a.m.
City Hall Conference Room D
501 S.W. Madison Avenue**

- I. INTRODUCTIONS

- II. APPROVAL OF MINUTES - Meeting August 10, 2005

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

- IV. PROPOSED PROJECT TIME LINES FOR REVIEWING ROUTES FOR POTENTIAL REVISIONS - Staff report during meeting

- V. REVISIT PASSENGER POLICIES - Staff report during meeting

- VI. INFORMATION SHARING - Written report to be distributed during meeting

- VII. ADJOURNMENT

Future Meetings:

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
Wednesday, Dec. 14, 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**

August 10, 2005

Members Present

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

Staff

Jon Katin, Public Works
Michelle Rhoads, Public Works

Visitors

Paul Morgan

Absent

Emily Hagen, City Councilor
Robert Straus, ASOSU

SUMMARY OF DISCUSSION

Agenda Item	Infor- mation Only	Held for Further Review	Recommendations/Action
I. Introductions	X		
II. Approval of Minutes- July 13, 2005			Minutes were approved.
III. CACOT/Visitor's Comments	X		
IV. Stoneybrook Residents' Request for Direct Service & Other Potential Route Changes		X	
V. Transfer Wait Time			Commission recommended continuance of three- minute wait time.
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- July 13, 2005

Commissioners Warloe and Friedt, respectively, moved and seconded that the Commission approve the July 13, 2005 minutes. The motion passed unanimously.

III. CACOT/Visitor's Comments

There were no visitor's comments.

IV. Stoneybrook Residents' Request for Direct Service & Other Potential Route Changes

Michelle Rhoads said staff will take the next several months to review the impact of potential route changes and asked for CACOT Commissioner volunteers to assist. Staff and the volunteers will provide recommendations to the Commission with the expectation that any potential route changes be effective January, 2006. Commissioners Stephan Friedt, Lita Verts and Bob Lowry volunteered.

Rhoads said one request for a route change already in discussion, due to current plans to locate a bus shelter there, is moving the bus stops that are currently in front of the Corvallis Clinic. Concern has been expressed about pedestrian and vehicle traffic in the area, and on-time performance problems. Jon Katin said he has had discussions with clinic representatives regarding transit service in front of the clinic. Corvallis Clinic is also considering a group-pass program for its employees and patrons. Katin feels this would reduce vehicle congestion in front of the clinic.

Rhoads said she spoke with the person who wrote on behalf of numerous Stoneybrook residents asking for more direct CTS service to Stoneybrook. Rhoads asked the person if, in lieu of direct service to Stoneybrook, having CTS come within one block of Stoneybrook would be beneficial. The response was that any reduction of length of travel from Stoneybrook to a CTS stop would be beneficial. A follow-up conversation will occur between Rhoads and Stoneybrook residents as the process moves forward.

V. Transfer Wait Time

Background:

In May, 2005, CTS reduced its transfer wait time from five minutes to three minutes on a three-month trial basis. At the time of the implementation of the trial reduction, Rhoads knew of no other transit service in the state that had a wait time longer than two or three minutes.

Discussion:

Rhoads reported only one rider complaint since implementation of the three-minute wait time. The complaint was about on-time performance failures causing the rider to miss his/her CTS connection. Prior to implementation, and during the passenger notification period, two passengers expressed concerns. Lita Verts said she heard a complaint from one rider about the reduced wait time. Paul Morgan said several times he has been negatively impacted by the wait time reduction. Rhoads said she contacted Linn-Benton Loop staff and Philomath Connection staff who reported no complaints.

CTS drivers report the reduced wait time has helped them in achieving better on-time performance. Rhoads said staff's recommendation is to maintain the three-minute wait time. The wait time can always be re-visited in the future should the situation warrant it.

Commissioners Friedt and Wilson, respectively, moved and seconded that the Commission approve staff's recommendation for continuance of a three-minute wait time for CTS routes. The motion passed unanimously.

VI. Information Sharing

A written staff report was submitted to the Commission.

CTS staff attended a bus demonstration by Gillig Corporation and learned that a hybrid bus, diesel/electric-assisted, would cost approximately \$170,000 more than a non-hybrid bus. A non-hybrid bus delivered to CTS in June, 2005 cost approximately \$272,000. Jon Katin said benefits of a hybrid bus would be a reduction in noise and pollution but there would be minimal gains in fuel economy. The savings in fuel

economy and maintenance costs would not equal the additional \$170,000 purchase price.

Rhoads was asked about the impact of Laidlaw Transit moving its facilities from 9th Street in Corvallis to a location four miles from downtown Corvallis on Highway 34. The City will pay additional fuel expenses and maintenance charges on CTS buses. The City will not pay for additional driving time because the contract between the City and Laidlaw states the City is responsible only for revenue driving time, which begins at the published start time for each route and ends at the published end time for each route. This is exclusive of "deadhead" time and miles. Katin said there is a pending capital project to study alternatives for the City to build a transportation operations and maintenance facility. Owning a facility could reduce the City's costs in a transportation contract and increase the competitiveness for other companies to bid for a contract.

Katin reported the City hosted a partnership celebration with Citizens Bank to honor its Business Energy Tax Credit (BETC) grant. An Oregon Department of Energy representative presented Citizens Bank with a plaque in appreciation for participating in the BETC program.

VII. Adjournment

Commissioners Carroll and Wilson, respectively, moved and seconded that the meeting adjourn. The motion passed unanimously.

Future Meetings:

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
Wednesday, Nov. 9, 2005, 8:00 a.m., City Hall Conference Room D

Memorandum

DATE: September 14, 2005

TO: CACOT Members

FROM: Michelle Rhoads, Transit Manager

SUBJECT: Information Sharing Written Report

- **Passenger Behavior and Policies** - To be discussed during CACOT on Sept. 14.
- **Group Pass Program** - Discussion is ongoing with Benton County and The Corvallis Clinic in regards to starting programs still this fiscal year. The OSU/ASOSU pass program has been, and will be continued to be, promoted and advertised with this clientele. It is increasing heavily with Fall Term rapidly approaching.
- **Travel Training** - Staff is collaborating with Benton County Special Transportation Program and Dial-A-Bus staff to develop and implement a training program to help seniors and people with disabilities learn how to use the fixed-route bus system to get where they want to go. To date, 2 people with disabilities have received the training and are currently using CTS instead of Dial-A-Bus. This helps save space on the more specialized and higher-cost-per-ride demand response system for people who cannot use CTS.
- **Route Revisions** - Business item during CACOT September 14. Newly printed bus schedules are being distributed this week. The new schedules are also being posted on the passenger shelters.
- **Laidlaw Facility Move** - Staff continues to monitor the situation to determine any negative impacts on CTS. Laidlaw made some adjustments to assure timely shift changes to prevent negative impact on the on-time performance. Bus cleanliness concerns are also being addressed.
- **Auto-Announce/Passenger Information System and Installation of "New" Bus Shelters** - Both are still in process and anticipated to be complete by September 30. It is anticipated that CTS drivers will begin using the "mobile data terminal" (MDT) in each bus over the coming week for a system testing period.

- **Ridership** - Ridership reports will be distributed during the meeting. Highlights are:
 - **CTS** provided 40,387 rides during August, including the 2,074 FREE rides provided during the Benton County Fair. Productivity year-to-date is 21 rides per service hour, which is an increase over the past 3 years for the same period.
 - **Philomath** provided 1,208 rides during August, setting a new ridership record for any August on record since the service began 5 years ago.
 - **Dial-A-Bus** provided 86 ADA rides during August, which is 30 - 40 more rides in a month than is typical in the past; Linda Elder, DAB Director, says ridership is continuing to rise

- **On-Time Performance** - CTS on-time performance continues to be dismal, at 88% average in August. Staff will review detailed information available to determine what, if anything, can be accomplished to help the situation. There is concern that with OSU Fall Term starting soon, it will only become worse.

- **Upcoming Special Events** -
 - **Fall Festival** - CTS will provide FREE rides and expanded service hours during the community event, scheduled for September 24 and 25.
 - **Dial-A-Bus Open House** - It is scheduled for September 24, from 1 - 3 p.m., at the Senior Center located at 27th & Tyler.
 - **OSU Events** - CTS will participate in these annual informational/promotional events: September 20, University Day (staff and faculty) and September 30, "Where It's At" (focus on students, but also somewhat attended by staff and faculty)
 - **Try Transit Week** - It is scheduled for October 3 - 8, 2005. The Linn-Benton Loop, Philomath Connection, and Albany Transit System will also participate.
 - **The Linn-Benton Loop is celebrating its 25th anniversary of service this year** - There may be some special promotions occurring as a result.