

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT  
MINUTES**

November 10, 2004

Members Present

Scott Carroll  
Bob Lowry, Chair  
Stewart Wershow, City Council  
Robert E. Wilson  
Brandon Trelstad

Staff

Jon Katin, Public Works  
Michelle Rhoads, Public Works  
Jim Mitchell, Public Works

Absent

Bjorn Warloe  
Lita Verts, Vice-Chair

Visitors

Marcie Fadem  
Paul Morgan  
Laurie Sitton  
Robert Straus  
Hallie Atencio

**SUMMARY OF DISCUSSION**

Agenda Item	Inform- ation Only	Held for Further Review	Recommendations/Action
Introductions	X		
Approval of Minutes - October 13, 2004			Approved
CACOT/Visitors Comments	X		
Updates to the Draft Transit Master Plan	X		
Route 1 Outbound Stop Locations on Walnut Blvd.			Retain current path of travel for Route 1
CTS Day Pass			Make passes available for sale at a cost of \$1.50
Holiday Trolley 2004	X		
ADA Paratransit Passenger Fare to ride Dial-A-Bus		X	
Information Sharing	X		
Adjournment	X		

**CONTENT OF DISCUSSION**

**I. INTRODUCTIONS**

CACOT members, staff and visitors introduced themselves.

**II. APPROVAL OF MINUTES - October 13, 2004**

Wilson made a motion to accept the October 13, 2004 minutes as written. Carroll seconded the motion. A vote was called and the motion passed unanimously.

### **III. CACOT/Visitors Comments**

Laurie Sitton, Access Benton County, thanked CACOT and CTS for recently installed shelters around town. The shelters are especially helpful to those riders who use mobility devices.

### **IV. Updates to the Draft Transit Master Plan**

Jim Mitchell passed around copies of the draft version of the Transit Master Plan, specifically, the three chapters being worked on in-house. The Corvallis area MPO entered into a contract with Nelson Nygaard to update the draft Transit Master Plan, which was started in 1995 or 1996 but never finalized. Nelson Nygaard was retained to update chapters two and three in the Draft Master Plan and also to create a new chapter on marketing. Mitchell asked the Commission to read the chapters which were handed out, make comments and provide feedback to staff at the December CACOT meeting. The other chapters from Nelson Nygaard will be handed out at the December meeting. Commission members will then read those chapters, make comments and discuss feedback at the January, 2005 CACOT meeting. The executive summaries will be put together in January, 2005 as well.

Depending on finalization of drafts, a final draft version will be reviewed by CACOT in February, then a public hearing on the Draft Master Plan for transit will be held. Assuming CACOT approval, the plan will forward through Urban Services to Council for adoption. Wilson wondered if the proposed schedule could be moved up by one month. Mitchell said this was possible if no significant revisions were needed.

In response to a question about the cost involved in this project, Mitchell stated staff cost is difficult to calculate, as Bernadette Barrett worked on it as well as two other work items. Ali Bonakdar responded that Nelson Nygaard was paid "about \$30,000".

Wershow asked if policy concern issues would address funding. Mitchell responded CTS addresses funding in all of the chapters. Wershow said before sign changes are made, for example, renaming the Route 1 to the Green Route, ASOSU should be contacted for input.

Mitchell was asked by Carroll about specific goals spelled out in the Draft Master Plan. He listed increasing the number of

shelters and putting service routes in place. Carroll asked if there was a table of some sort which would serve as a quick reference guide to problems and solutions, without having to read the entire section to get basic information. Mitchell pointed out that chapters four and five, Long Range Concepts and Short Range Concepts, do not have specific tables as described above, but do go in that direction. Currently, the Executive Summary contains five pages.

Ali Bonakdar reported MPO is holding a public meeting on the long range transportation plan on November 17, 2004.

#### **V. Route 1 Outbound Stop Locations on Walnut Blvd.**

**Background Information:** In April, 2004, the Route 1 routing was revised to help the Route 1 get to the OSU campus area five minutes earlier to help people get to classes on time. Overall, the response has been overwhelmingly positive in favor of the path change. However, in the last few months two citizen concerns were received requesting the Route 1 revert to its former route of travel. The former route included a loop around Timberhill Shopping Center to make the pickup point at the transfer point on the outbound trip. Last month CACOT recommended CTS retain the change made April, 2004.

Rhoads was asked to investigate and report back to CACOT on several other items related to the citizen letters. With the route change, the citizen who wrote the letter now has to catch the bus at Kings Blvd. and Walnut Blvd. The letter stated CTS drivers felt the stop on Walnut at Kings was unsafe. Rhoads spoke to CTS drivers who said the stop was not unsafe. Another concern expressed in the letter was the lack of a shelter on Kings and Walnut or at the stop on Rolling Green. The cost of a new shelter would be between \$4,000 and \$5,000 per shelter.

**Action:** Rhoads requested CACOT take action on the recommendation in the staff report to retain the existing route of travel for Route 1 bus. Staff also recommended not adding shelters at Kings and Walnut nor at Rolling Green, barring any new information coming to light.

Wilson motioned for approval of staff recommendations regarding this matter. Trelstad seconded the motion. The motion passed unanimously.

#### **VI. CTS Day Pass**

There was a CACOT recommendation to implement a process for selling day passes. Rhoads handed out an example of a day pass that is currently distributed to Corvallis Tourism and other such

groups. The day pass enables the rider to ride free of charge for an entire day on all bus routes. OSU students and staff need only show a valid student identification card to enable them to ride free any time.

Staff recommends selling day passes for \$1.50 per pass. This would be two times the amount of one adult cash fare. Passes could be available for purchase through City Hall, CTS drivers or existing merchants. Existing merchants would purchase the passes through CTS and have them on hand to sell at face value, as is done currently with 20-fare booklets.

ASOSU rep asked about selling passes at OSU. Visiting family members of out-of-state students could benefit from the passes. Rhoads said she would contact the MU Business Office. It was suggested by several CACOT members that staff consider investing in a high grade pass to alleviate administrative costs and drivers' time annotating passes.

Currently, there are several options for riders. These include paying a fee for one trip, exact change only; a monthly bus pass, anywhere from 1 month to 12 months in duration; coupon booklets, good for 20 fares; free day passes currently being given out by Corvallis Tourism and others to encourage ridership.

Staff requested CACOT support the recommendation that day passes be available for sale. Currently, they are only given away, at no cost, on a limited scale. Staff also requested CACOT support the recommendation that the price for a one-day day pass be \$1.50. Staff will use its discretion to determine day pass distribution points.

Wilson made a motion to support both recommendations. Trelstad seconded the motion. The motion passed unanimously.

## **VII. Holiday Trolley 2004**

Rhoads said requests for sponsorships were sent out and she is awaiting responses. Joan Wessel of Downtown Corvallis Association has volunteered to help make contacts for downtown merchants. Bob Wilson and Bob Lowry last week volunteered to assist with implementation and planning this year's program.

According to 2003 ridership statistics, Sunday was the day of the week Holiday Trolley ridership was lowest. Ridership was highest the week preceding Christmas, nearly double the ridership of the prior week. Assuming the same funding level as 2003, subtracting \$500 because a 2003 sponsor has already declined to sponsor in 2004, would allow for 12 days of operation.

Rhoads will not be in the area the day the Holiday Trolley service kicks off, Friday November 26. The trolley runs from 12:00 p.m.-6:00 p.m. that day. The kickoff event is 11:30 a.m. at the Intermodal Mall. Jon Katin will be Transportation Department's representative for the kickoff event in Rhoads' absence. Rhoads asked for a volunteer to be CACOT's representative. No one immediately volunteered.

#### **VIII. ADA Paratransit Passenger Fares to ride Dial-A-Bus**

During next month's CACOT meeting, members will be asked to respond to information, contained in a forthcoming agenda packet, related to Americans with Disabilities Act (ADA) paratransit fares. Corvallis Transit System is deemed a General Public Fixed Route Bus System which receives Federal government dollars. The government mandates the City also provide "complimentary paratransit services" under the ADA. This service is provided to those who are unable to use a fixed route service. Dial-A-Bus, under contract, provides the City's requirement to this mandate. ADA regulations state the fare incurred by someone using Dial-A-Bus may be up to two times the regular cash fare incurred by a bus passenger.

Dial-A-Bus is operated by the Senior Council, a non-profit organization. Therefore, both the City of Corvallis and Benton County contract with Dial-A-Bus to provide service. The current fare to access Dial-A-Bus service on behalf of the City is \$1.00 for a one-way trip. CTS recently raised its one-way cash fare from 60 cents to 75 cents. It is therefore appropriate to revisit Dial-A-Bus fares. CTS staff is currently doing a cost analysis and will report findings to CACOT.

Currently, fare box recovery for the City's paratransit service is approximately 10%. Jim Mitchell added the cost for paratransit services would be driven by what Benton County Special Transportation Advisory Committee recommends. The City's motivation for raising paratransit fees would only be if the need for additional funding would arise to support that program. The City currently pays Dial-A-Bus money as a contract service for paratransit. If that amount remains the same, there would be no reason to generate more revenue from the City to pay the additional cost. It has been at least five years since Benton County and the City of Corvallis looked at paratransit fares. The County and City have always tried to keep the fares the same price.

**IX. Information Sharing**

Mitchell said the shelter and bike racks on 49<sup>th</sup> Street near Country Club Drive are the first ones done. It basically serves as a Park and Ride service. There are a large amount of students in the area who may be willing to ride their bicycles to the bus stop at 53<sup>rd</sup> Street and West Hills Road if there were a safe location to store their bicycles.

Lowry mentioned on-time performance for bus routes 2 and 5. Route 2 has been having a problem with the left turn on to Circle Blvd. from 9<sup>th</sup> Street. It was suggested Route 2 forgo this turn and instead continue on 9<sup>th</sup> and take a left onto Walnut Blvd. This would shorten the length of trip by eliminating duplicate east/west travel along Highland Blvd. By making this change, Routes 2 and 5 would both be positively impacted as their routes are paired. Route 7 bus would be able to serve the area between Highland Drive and 9<sup>th</sup> Street on Circle Blvd. CTS drivers seemed amenable to making this route path change. It will be discussed more by CTS staff.

**X. Adjournment**

Carroll made a motion to adjourn. Wilson seconded the motion. The motion passed unanimously and the meeting was adjourned.

**Future Meetings:**

Wednesday, December 8, 2004 8:00 a.m., City Hall Conference Rm. D  
Wednesday, January 12, 2004 8:00 a.m., City Hall Conference Rm. D  
Wednesday, February 9, 2005 8:00 a.m., City Hall Conference Rm. D