

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

**Wednesday; March 12, 2003; 8:00 a.m.
City Hall Conference Room D
501 S.W. Madison Avenue**

- I. INTRODUCTIONS
- II. APPROVAL OF MINUTES - February 11, 2003
- III. CACOT/VISITOR'S COMMENTS (Items not on Agenda)
- IV. SCHEDULE/MAP REDESIGN PROJECT
- V. SERVICE REDUCTION PLAN
- VI. CACOT - SUNSET REVIEW
- VII. MAY CACOT MEETING DATE
- VIII. INFORMATION SHARING
 - A. Ridership Report (Fixed Route, Paratransit & Philomath)
 - B. Peak Route Service Revision
 - C. OSU Survey Results
 - D. Intermodal Mall - Grand Opening
 - E. ASOSU and OSU Group Pass Programs
- IX. ADJOURNMENT

Future Meetings:

Wednesday, April 9, 8:00 a.m., City Hall Conference Rm. D
Wednesday, May 14, 8:00 a.m., City Hall Conference Rm. D
Wednesday, June 11, 8:00 a.m., City Hall Conference Rm. D

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
MINUTES**

February 12, 2003

Members Present

Craig Anderson, Chair
Scott Carroll
Janon Rogers
Lita Verts
Bob Lowry
Justin Roach, Councilor

Staff

Jim Mitchell, Public Works
Bernadette Barrett, Public Works

Visitors

Robert E. Wilson

SUMMARY OF DISCUSSION

Agenda Item	Informa- tion Only	Held for Further Review	Recommendations/Action
Minutes - January 15, 2003			Accepted as written
Request for Added S. Corvallis Service	X		
Schedule/Map Redesign Project		X	
Minor Route Revisions			Revise Route 2 Inbound to travel on the Walnut Extension eastbound. Revise Route 4 to travel on 11 th to Monroe and then travel eastbound on Monroe to the Intermodal Mall.
Ridership Report, including Peak Service Report		X	
Intermodal Mall	X		
Holiday Trolley	X		
ASOSU Group Pass Program	X		
Annual City Survey Results - Comments Section	X		
Paratransit Service Recertification Program - Status	X		
Oregon Legislature - Request for Legislation for "In-Lieu of Taxes" Amendment	X		
City Budget Commission Meeting	X		

CONTENT OF DISCUSSION

I. APPROVAL OF MINUTES - January 15, 2003

The minutes were accepted as presented.

II. REQUEST FOR ADDITIONAL SERVICE - SOUTH CORVALLIS

Commissioner Verts reported that she and transit staff had received a request from a South Corvallis rider that the South Corvallis peak service be extended to all-day service. The person noted that she could get to work on the bus in the morning but could not get home without a long walk from Goodnight Avenue.

III. SCHEDULE/MAP REDESIGN PROJECT

Staff distributed an updated version of the first section of information pages for the new transit guide. The guide will contain subjects such as: how to use the guide, reading schedules, what does it cost, bikes on buses, individual schedules and maps for each route, etc. CACOT members were asked to review the material and provide input on additional items. Staff will continue work on this project as time permits. Any budget decisions for 2003-04 will be incorporated into the final document for printing.

IV. MINOR REVISIONS REQUESTED - ROUTE 2 INBOUND & ROUTE 4 INBOUND

Transit staff reported that the bus operators had suggested two minor route changes to improve transit service. One would take advantage of the Walnut Blvd. extension to Circle Blvd. and the installation of a traffic signal on Circle Blvd. near Staples. The change would continue the Route 2 eastbound along Walnut Blvd. instead of using Highway 99W and Circle Blvd. This would provide improved service to the residences along Walnut Blvd. north and east of Jack London. Service would still be provided eastbound and westbound on Circle Blvd. in the area of K-Mart and the adjacent businesses.

The second minor change is a result of the flow of buses into the new intermodal mall. It was suggested that the Route 4 inbound continue to travel southbound on 11th Street; but instead of traveling to Jefferson and then have to circle around to Monroe by way of 9th Street, the Route 4 turn eastbound on Monroe. Anyone traveling to OSU could then immediately transfer at the downtown terminal and reach the Oregon State University quicker than getting off at 11th and Monroe and having to walk to the University. This will help the on-time performance of Routes 1, 2, and 4, since they all use the same buses.

Following discussion, CACOT approved the minor route

revisions. Staff will proceed to post notices on the buses and inform CTS customers of the changes by March 3.

V. INFORMATION SHARING

A. Ridership Reports (fixed, paratransit, Philomath)

The ridership reports were not available. The delay is a result of the time needed to input the data from the onboard OSU ridership survey for CTS and the Philomath Connection. The Dial-A-Bus report was also not received in time to prepare the monthly CACOT summary. As soon as the reports are available, they will be mailed to CACOT members. Information specifically regarding ridership on the revised Peak Service will be available at the next CACOT meeting.

B. Intermodal Mall

The intermodal mall opened for service January 6. Several minor items still need to be addressed. Transit staff is working on the details relating to the commercial section of the building. Several inquiries have been received regarding the concessionaire site.

Congresswoman Darlene Hooley and Federal Transit Administrator Jennifer Dorn have confirmed their attendance at the February 24 grand opening of the facility. FTA Regional Administrator Rick Krochalis will be accompanying Ms. Dorn. Ms. Dorn is a Corvallis High School and OSU graduate.

C. Holiday Trolley 2002

The holiday trolley subcommittee has not had an opportunity to meet to evaluate the 2002 holiday trolley service and discuss this year's service. The subcommittee of Craig Anderson and Bob Lowry, along with transit staff, will report at a future CACOT meeting.

D. ASOSU Group Pass Program

Transit staff met with ASOSU President Bridget Burns in January to discuss the 2003-04 group pass program. Ms. Burns is the student fees liaison for CTS. A budget form will be completed and copies supplied to the student fees committee. Presentation of the budget and group pass program will be made to the student fees committee on Friday, February 21, at 5:00 p.m. in the Memorial Union.

The City will be asking for a 5-cent increase in the fee to cover increased transit costs related to the Laidlaw contract and fuel.

E. Annual City Survey Results - Comments Section

Staff distributed a document containing an excerpt from the comments section of the 2002 City Survey. The excerpt covered those comments specific to transit service. CACOT members were invited to view the entire comments section if they desired. It was observed that there were fewer comments regarding transit service this year. Most of the transit comments were requesting expanded service. There were only two comments regarding the size of the buses, which is less than in previous years. It was also noted that there seemed to be a lack of understanding about the relationship between the schools and city services.

F. Paratransit Service Recertification Project

Over 100 letters have been sent to disabled persons whose certification to use Corvallis Paratransit Service had expired or was about to expire. Many responses have been received. Following staff review, letters will be sent to those disabled persons who continue to be eligible to use the service under the Americans With Disabilities Act guidelines.

G. 2003 Oregon Legislative Session

A request has been sent by the Oregon Transit Association (OTA) to Legislative Counsel to draft the legislation that would expand the "in lieu of taxes" statute to include municipalities as agencies that would receive funding from state agencies receiving transit service. The assessment is based upon state payroll in the service area. Currently the statutes only cover transportation districts and mass transit districts. Copies will be provided to CACOT members as soon as the bill is introduced. It will take a statewide effort by Oregon municipalities to get the legislation passed. Corvallis and Bend would be major recipients, as well as Albany, Pendleton, Woodburn, and others. The City's Legislative Committee is aware of the request.

H. 2003-04 City Budget

City Councilor Justin Roach reported on the February 11 City Budget Commission meeting. He indicated that the Commission had recommended the delay of some capital projects,

including the construction of the Walnut Blvd. fire station. The Budget Commission looked at the 2-year budget scenario. The outcome was the reduction of services through tier 2 of the prioritized list. A cut in transit service was included in tier 2. The Budget Commission will meet again in April and May when additional financial information will be available. A final recommendation will be made at that time. An additional transit cut is included in tier 1.

Staff will proceed to review the impact of the cut and bring back information to the Commission at a future meeting. Any budget decisions will be included in the new transit guide book.

It was noted that City staff is continuing to look for opportunities to reduce expenditures in the current budget to ensure the largest possible cash balance that can be carried over into 2003-04. Staff was complimented for its efforts to reduce current expenditures in the face of budget cuts.

VI. ADJOURNMENT

The meeting was adjourned at 8:53 a.m.

Future Meetings:

Wednesday, March 12, 8:00 a.m., City Hall Conference Rm. D
Wednesday, April 9, 8:00 a.m., City Hall Conference Rm. D