

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

Wednesday; September 10, 2003; 8:00 a.m.

City Hall Conference Room D

501 S.W. Madison Avenue

- I. INTRODUCTIONS
- II. APPROVAL OF MINUTES - August 13, 2003
- III. CACOT/VISITOR'S COMMENTS (Items not on Agenda)
- IV. PROPOSED ROUTE REVISIONS (Continued)
- V. ADVERTISING ON BUSES
- VI. INFORMATION SHARING
 - A. Ridership Report (Fixed Route, Paratransit & Philomath)
 - B. Holiday Trolley
 - C. Fall Festival
 - D. Try Transit Week
 - H. OSU Promotional Events
 - I. Fall newsletter
 - J. Corvallis School District Transportation follow up
- VIII. ADJOURNMENT

Future Meetings:

Wednesday, October 8, 8:00 a.m., City Hall Conference Rm. D

Wednesday, November 12, 8:00 a.m., City Hall Conference Rm. D

Wednesday, December 10, 8:00 a.m., City Hall Conference Rm. D

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
MINUTES**

August 13, 2003

Members Present

Craig Anderson, Chair
Scott Carroll
Bob Lowry, Vice-Chair
Lita Verts
Stewart Wershow, City Council

Members Absent, Unexcused

Bjorn Warloe

Staff

Steve Rogers, Public Works
Michelle Rhoads, Public Works

Members Absent, Excused

Robert E. Wilson

Visitor

Paul W. Morgan

SUMMARY OF DISCUSSION

Agenda Item	Informa- tion Only	Held for Further Review	Recommendations/Action
Minutes - July 14 and 16, 2003			Accepted with correction to July 16, 2003 minutes
Proposed Route Revisions		X	Continued to August meeting
Capital Improvement Program			Provided input
Election of Officers			Chair Anderson, Vice-Chair Lowry
Ridership Reports	X		
Holiday Trolley		X	Continued to September meeting
Oregon Legislature	X		
Fall Festival September 27-28	X		
OSU Promotional Events	X		
Try Transit Week October 6-11	X		
Corvallis School District Bell Times	X		

CONTENT OF DISCUSSION

I. APPROVAL OF MINUTES - July 14 and 16, 2003

Commissioner Lowry noted a correction to the minutes of the July 16 minutes on page 3, Section III. PROPOSED ROUTE REVISIONS, first sentence of the last paragraph: "Following a motion, second, and additional discussion...." Lowry made a motion to accept the minutes of the July 14 and July 16 minutes with the correction to the July 16 minutes. Commissioner Carroll seconded the motion. A vote was called and the motion passed unanimously.

II. PROPOSED ROUTE REVISIONS (Continued)

A revised, proposed bus route map incorporating the "new" Route 2 operating between the transfer point at Timberhill

Shopping Center and northeast Corvallis was distributed to Commission members. Preliminary time points indicate the route will take approximately 20 minutes, which will fit within the available time. The preliminary time points also indicate that some transfers will continue to be possible with routes 4, 7, and B. Time points will be conducted with a driver and CTS route bus later in the week to confirm this information.

Commissioners and visitor Morgan expressed the need for more route and transfer information to be available in this corridor and throughout the entire transit system. Morgan recommended the bus schedules include this information and that transfer information be posted at bus stops and in shelters. It was suggested that at least one bus shelter be installed on Walnut Blvd. along Route 2 to make route and transfer information available to riders.

Staff noted a CTS driver recommended that routes 6/16 begin mid-route in the morning so that riders can connect with the first Linn-Benton Loop run departing downtown at 7:05 a.m. Public Works Director Rogers noted that the operating budget would accommodate this expenditure due to the reduction of the "old" (existing) Route 2. Rogers and staff support this recommendation.

Lowry made a motion to accept both proposed route revisions: a) beginning routes 6/16 mid-route in the morning to assist riders in connecting with the 7:05 a.m. Loop run; and b) the new Route 2 with the understanding that the time points confirm the fit within the system and if there are any significant issues staff will notify the commissioners. Commissioner Verts seconded the motion. A vote was called, the motion passed unanimously.

Visitor Morgan requested that bus stops be more visible to the system users.

III. CAPITAL IMPROVEMENT PROGRAM (CIP)- Transportation Projects

Rogers distributed copies of the proposed Corvallis CIP projects for the next five years that have a direct connection to the transit system or may be of particular interest to the commissioners:

- Downtown Public Parking
- East-West Bikeway through Downtown
- NW Harrison Corridor Improvements
- Jefferson and Monroe Intersection Improvements
- South Third St. Safety Improvements

- Traffic Signal at 9th and Jefferson
- Transit Bus Shelter Facilities
- Transit Operations Center

Rogers noted that CIP projects are that those that cost more than \$10,000 and have a useful life of at least one year. They are considered infrastructure and for the purposes of this CIP may or may not have funding sources identified for their development. He asked for commissioner input, such as any of the proposed projects that should be removed from the list or others that should be added to the list.

Lowry recommended that parking facilities be located somewhere other than next to the transit center because the transit center needs to be closest to trip generators to encourage transit use. He also expressed concern about pedestrian safety along 2nd St. downtown and the potential need for more visible signs for motorists. The CIP project to improve the Jefferson and Monroe intersections was particularly appealing to some commission members.

Rogers mentioned the formation of a "Transportation Funding Alternatives Task Force" that will meet over the next four months or so to explore potential transportation infrastructure funding sources. Commissioner Wilson is CACOT's representative on the task force. The first meeting of the task force is scheduled for August 27, 2003.

The members agreed that the proposed projects were appropriate to include in the CIP.

IV. ELECTION OF OFFICERS

Commissioner Verts nominated Chair Anderson and Vice-Chair Lowry to continue in their respective positions for the year. Commissioner Carroll seconded the nomination. Anderson and Lowry accepted their respective nominations. A vote was called and both were re-elected to their positions.

V. INFORMATION SHARING

A. Ridership Reports (CTS and Philomath)

The July 2003 ridership reports for CTS and Philomath were presented. CTS July ridership was 39,006, compared to 2002's July ridership of 41,379. Philomath July ridership was 702 compared to 2002's July ridership of 1,013. No ridership report was available for Dial-A-Bus.

Ridership during Da Vinci Days 2003 Expanded Service was

1,908 compared to 1,509 from 2002, more than a 26% increase. Ridership on the 2003 Benton County Fair Shuttle was 2,788 compared to 3,568 from 2002, a 21% decrease but approximately the same as five years ago.

Commission members and staff discussed ways to modify the format of the ridership reports to present the data in more meaningful ways.

B. Holiday Trolley

The Holiday Trolley subcommittee has not had an opportunity to meet and will report at the September meeting.

C. Oregon Legislature

State funds for Transportation Demand Management (TDM) programs are at risk. This includes funding for the City's TDM Program. Mayor Berg sent a letter to Senator Frank Morse to support continuation of the funds. Commissioner Verts and Councilor Wershow requested more information about the situation.

D. Fall Festival Transit Service

Rides will be free during Fall Festival weekend September 27- 28.

E. OSU Promotional Events

Staff will participate in these OSU events to promote ridership on CTS:

- September 16 - University Day - OSU faculty and staff
- September 25 - Where It's @ - OSU students

F. Try Transit Week

The dates for the event this year are October 6 - 11. There will be free rides on CTS and prize drawings to encourage people to "try transit."

G. Corvallis School District Bell Times Discussion

Staff was informed that there may be a disincentive for the School District to partner with CTS to promote student ridership of the buses to get to and from school. Staff

will investigate this information and report back to the Commission for further discussion.

V. ADJOURNMENT

Lowry made a motion to adjourn the meeting. Carroll seconded the motion. The meeting adjourned.

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