

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
MINUTES**

August 8, 2001

Members Present
Craig Anderson
Bob Lowry
Lita Verts
Stewart Wershow, Councilor

Absent - Excused
Caron Johnson

Absent - Unexcused
Dan Preller
Jeff Barricks

Staff
Bernadette Barrett, Public Works
Steve Rogers, Public Works

Visitors
Linda Elder, Dial-A-Bus

SUMMARY OF DISCUSSION

Agenda Item	Informa- tion Only	Held for Further Review	Recommendations/Action
Minutes - July 11, 2001			Accepted as presented
Selection of Chair/Vice Chair			Craig Anderson elected Chair; Bob Lowry elected Vice Chair
2002-07 Capital Improvement Program - Transit Projects			Recommended CIP Projects for 2002 Update
Budget Prioritization Process		X	Public forum scheduled for September 11; CACOT recommendation discussion set for September 12
Ridership Report	X		
OSU Group Pass Program	X		
daVinci Days Transit Service	X		
Intermodal Mall	X		
Benton Co. Fair Shuttle Service	X		
Dial-A-Bus Logo Revision	X		

CONTENT OF DISCUSSION

I. APPROVAL OF MINUTES - July 11, 2001

The minutes were approved as presented.

II. SELECTION OF CHAIR AND VICE CHAIR (2001-02)

Craig Anderson was elected as chair and Bob Lowry was elected as Vice Chair. The term of office is through June 30, 2002.

III. CAPITAL IMPROVEMENT PROGRAM - TRANSIT PROJECTS

Steve Rogers provided information about the City's Capital

Improvement Program (CIP), indicating that it is a 5-year planning document that is updated annually. The CIP process starts before the budget process, but is adopted as part of the annual budget. The first step in the process is for Boards and Commissions to review those projects that are in the existing CIP for possible revisions and additions that are desired. Copies of the three transit projects in the current CIP were distributed and staff reviewed each one. They include transit shelters, the transit operations/maintenance facility, and the intermodal mall project. The intermodal mall project will be under construction next spring and, therefore, it is anticipated that it will be dropped from the 2002 CIP update. Each project description includes the revenue source and expenditures. The operations/maintenance facility will most likely not be constructed without a substantial federal contribution, generally 80-percent of project costs. It was noted that a portion of Systems Developments Charges are allocated for capital transit projects, such as shelters and the operations/maintenance facility.

Commissioner Lowry requested that the Commission consider recommending a project that would improve the Linn-Benton Loop service. Currently the Loop must make a time-consuming loop from Jefferson left onto 15th Street southbound and then loop back to Jefferson. Improvements at the intersections of 15th and Jefferson and 15th and Monroe would allow the bus to make more efficient right-hand movements and allow for better access to the new intermodal mall. Following discussion, the Commission voted unanimously to add the project to the proposed 2002 CIP Update for consideration by the CIP Commission.

IV. BUDGET PRIORITY DISCUSSION & INPUT

A copy of the July 25 memorandum from the City Manager and Finance Director to the Budget Commission, including the list of property-tax-funded services to be prioritized, was distributed to the Commission. Staff provided information regarding the August 2 Budget Commission meeting, which confirmed the list. Boards and Commissions are now being asked to assist the Budget Commission in prioritizing the list. CACOT is being asked to consider the entire Public Works list. Mr. Rogers briefly described each of the Public Works items and indicated that staff would be working on a detailed sheet for each item. The sheets will most likely be available for mailing to CACOT members by the end of August so that they will have an opportunity to review them and make a recommendation to the Budget Commission at the September 12 CACOT meeting. The Commission was asked to rate the list in three categories from high, meaning a high

priority to keep the service, medium, to low.

Following discussion, it was determined that CACOT would hold a public forum on September 11 to receive input on the two proposed transit service cuts. Stakeholders will be notified of the forum and notices will be placed in the buses. The forum will be held during hours when the buses are operating. Staff asked CACOT members to provide information regarding stakeholders not identified during the meeting.

V. INFORMATION SHARING

A. Ridership Report (Fixed-Route and Philomath)

The July CTS ridership report was provided to the Commission (attached). July ridership was 39,639, more than 5,000 over last July. Staff indicated that because of the Benton County Fair ridership, it is a good idea to compare the July and August numbers together for comparison with prior years because of the fact that the number of fair days in each month fluctuates each year. The Philomath ridership report was also provided, showing 897 rides provided in July. Mid-day and mid-afternoon ridership on the Philomath Connection is high.

B. OSU Group Pass Program - Faculty/Staff

Staff reported that the City has received the signed contract for the OSU faculty/staff transit group pass program for 2001-02.

C. daVinci Days Transit Service - July 21 and 22

The ridership report for this year's daVinci Days service was distributed. The report shows that 1,880 rides were provided during the expanded weekend service. This is a slight increase over the 2000 ridership of 1,776. Staff pointed out the large number of riders on Route 5, which is the route with the highest frequency at 30-minute headways. Frequency is the key to attracting and retaining riders.

D. Intermodal Mall Project Status

The consultant is working on the three conceptual designs for the intermodal mall. A geotechnical analysis is being conducted on the site August 8. Selection of an artist to work with the design consultant is underway. The designs will be presented to the City's Design Review Committee for review prior to their presentation to the various inter-ested

stakeholders and the public in September. The public event is scheduled for September 18 at the City-County Library.

E. Benton County Fair Shuttle - July 31 - August 4

Ridership results for this year's Benton County Fair shuttle were distributed. Three thousand two hundred and fourteen (3,214) rides were provided on the free fair shuttle. This represents a slight increase over the 2000 ridership of 2,956.

F. Dial-A-Bus Logo Revision

The new Dial-A-Bus brochure with the new logo was distributed. The logo has been applied to Dial-A-Bus operated vehicles, t-shirts and hats. Dial-A-Bus has received a positive response to the new corporate image.

IV. ADJOURNMENT

The meeting was adjourned at 9:30 a.m.

Future Meetings:

Tuesday, September 11, 4:30 p.m., City-County Library - Special Meeting - Public Forum on Transit Budget Priorities

Wednesday, September 12, 7:50 a.m., City Hall Conference Rm. D

Wednesday, October 10, 7:50 a.m., City Hall Conference Rm. D

Wednesday, November 14, 7:50 a.m., City Hall Conference Rm. D