

CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT AGENDA

**Wednesday, March 13, 2013, 8:20 a.m.
City Hall Meeting Room D
501 SW Madison Avenue**

- I. INTRODUCTIONS
- II. APPROVAL OF MINUTES
 - December 12, 2012
 - February 13, 2013
- III. CACOT/VISITOR'S COMMENTS
- IV. OLD BUSINESS
- V. NEW BUSINESS
 - Corvallis Transit System's Future System Levels - Discussion
 - Downtown Transit Center's Current Environment - Discussion
- VI. INFORMATION SHARING
- VII. COMMISSION REQUESTS AND REPORTS
- VIII. PENDING ITEMS
- IX. ADJOURNMENT

Future Meetings:

Wednesday, April 10, 2013, City Hall Meeting Room D

Commission Members:

Stephan Friedt, Chair

Robert E. Wilson

Brandon Trelstad, Vice-Chair

Kriste York

Terry Wright

Bruce Sorte, Council Liaison

Jacob Kollen, ASOSU Representative

City Hall Meeting Room D is accessible to the public.
Please contact Tim Bates at (541) 766-6916
if you need special accommodations to attend the meeting.

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
MINUTES
December 12, 2012**

Present

Stephan Friedt, Chair
Brandon Trelstad, Vice Chair
Robert E. Wilson
Kriste York
Mike Beilstein, Council Liaison

Staff

Tim Bates, Public Works
Brie Caffey, Public Works

Visitors

Jacob Kollen, OSU Student Sustainability Initiative

Absent

Celeste Weaver de Balan
Robert Monasky
Terry Wright

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Introductions	X		
II. Approval of October 10, 2012 Minutes	X		
III. CACOT/Visitor Comments			N/A
IV. Old Business			N/A
V. New Business			N/A
VI. Information Sharing	X		
VII. Commission Requests and Reports	X		
VIII. Pending Items			N/A
IX. Adjournment			Adjourned at 9:04 am

CONTENT OF DISCUSSION

I. Introductions

The meeting was called to order at 8:27 am by Chair Friedt. Introductions were made of Commission members and staff. Jacob Kollen arrived later and introduced himself.

II. Approval of Minutes

Commissioner Wilson and Vice Chair Trelstad, respectively, moved and seconded to approve the October 10, 2012 minutes. The motion passed unanimously.

III. CACOT/Visitor Comments

None.

IV. Old Business

None.

V. New Business

None.

VI. Information Sharing

Mr. Bates reviewed the written Information Sharing Report. Comments provided in addition to the report included:

Mr. Bates reported that Location Manager Bill Harris has resigned at First Student for another job opportunity. Brian Maxwell is acting as interim Location Manager while First Student conducts interviews for a replacement.

Commissioner Wilson asked if there might be a potential reduction in the Transit Operations Fee (TOF) money collected next year. Mr. Bates said he has been monitoring year-to-date average annual cost of gasoline in the state of Oregon over 2012, which is the mechanism used to set the new TOF rate which will take effect February, 1, 2013. He predicts there will be at least a small increase in the TOF rate in 2013.

Mr. Bates said that the upcoming route change to the Beaver Bus Southwest route, servicing more of Country Club Drive and 35th Street, isn't expected to negatively affect its on-time performance. The new route goes into effect when the Beaver Bus returns from winter break on January 10, 2013.

The Holiday Trolley will continue to operate on Saturday and Sundays until December 23rd.

Mrs. Caffey reported an increase in non-transit related posters being put up in bus shelters, with a disappointing new trend of using spray adhesive on the entire flyer to stick the flyer to the inner roof of the shelter. Chair Friedt said he believes there may be a special spray designed to release spray adhesives; staff will research this.

VII. Commission Requests and Reports

Commissioner Wilson said the City Manager has asked for suggestions for goals for the incoming City Council. Since CTS faces a long-range funding problem with the future elimination of BETC funding, Commissioner Wilson suggested that Commissioners write to the City Manger and suggest that finding a solution to these long-range funding issues be listed as a Council goal. Councilor Beilstein said Council goals tend to be aspirational rather than prescriptive but individuals and groups are certainly welcomed to submit a goal suggestion by no later than January 4, 2013.

Chair Freidt, a member of the Area Commission on Transportation (ACT), mentioned that the City of Corvallis recently submitted a grant application requesting three new

buses from ODOT. He said Corvallis' request was accepted by the ACT, which is the first step toward obtaining the funding.

Vice Chair Trelstad asked that the wording of the ridership statistics in the Information Sharing report be changed to make it clear that the percentages listed reflect rides per service hour. Mr. Bates agreed.

Chair Freidt noted reports of an increase in behavior problems at the Downtown Transit Center (DTC) with individuals hanging out in the area and harassing passengers. Mr. Bates said he was aware of the issue. The City continues to encourage riders, drivers and staff to call the Corvallis Police Department anytime they believe there is an issue at the DTC.

Chair Freidt asked about the status of a proposed City operations and maintenance facility. Mr. Bates said the City is still interested in building one, but needs approximately ten million dollars to accomplish the task. Councilor Beilstein asked if building a facility would allow CTS to bring transit operations and maintenance in-house and Mr. Bates replied that it would both open that possibility and make bidding for those services more competitive.

VIII. Pending Items

None.

IX. Adjournment

Commissioners Wilson and York, respectively, moved and seconded that the meeting be adjourned. The motion passed unanimously.

The meeting was adjourned at 9:04 am.

NEXT MEETING: January 9, 2013, 8:20 am, Madison Avenue Meeting Room

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
MINUTES
February 13, 2013**

Present

Stephan Friedt, Chair
Brandon Trelstad, Vice Chair
Kriste York
Bruce Sorte, Council Liaison

Staff

Tim Bates, Public Works
Brie Caffey, Public Works
Lisa Scherf, Public Works

Absent

Jacob Kollen
Robert Monasky
Celeste Weaver de Balan
Robert E. Wilson
Terry Wright

Visitors

Del Loucks, First Student

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Introductions	X		
II. Approval of December 12, 2012 Minutes -Postponed			N/A
III. CACOT/Visitor Comments	X		
IV. Old Business			N/A
V. New Business	X		
VI. Information Sharing	X		
VII. Commission Requests and Reports	X		
VIII. Pending Items			N/A
IX. Adjournment			Adjourned at 9:00 am

CONTENT OF DISCUSSION

I. Introductions

The meeting was called to order at 8:22 am by Chair Friedt. Introductions were made of Commission members, staff and visitors.

II. Approval of Minutes

The December 12, 2012 minutes were not reviewed or approved because there was no

quorum.

III. CACOT/Visitor Comments

Del Loucks, the new Location Manager for First Student, introduced himself. Mr. Loucks previously worked as Safety Manager for eleven years with First Student in Eugene.

IV. Old Business

None.

V. New Business

Without a quorum, the Commission was unable to make a recommendation for City Council on the proposed changes to Council Policy 07-1.10 Advertising on Corvallis Transit System Buses. Ms. Scherf noted that the proposed changes were recommended by the City Attorney due to a recent court decision affecting TriMet. The question for CACOT is not so much if the changes are acceptable but whether or not to continue to allow advertising on CTS buses at all. Chair Friedt noted that if the City is free to discontinue advertising at any time, then he sees no reason to end this small source of funding until and if an issue arises.

VI. Information Sharing

Mr. Bates reviewed the written Information Sharing Report. Comments provided in addition to the report included:

The CAMPO survey posters will also include a quick response code (QR code) so that riders with a smart phone can complete the survey on-line.

The Linn-Benton Loop is currently operated using 5311 funds, or “rural” funding. Because City of Albany, the service provider, has been designated as an MPO beginning in July, 2013, it will receive 5307 funds and will no longer qualify for 5311 funds. Representatives from the cities of Corvallis and Albany, OSU and LBCC met to discuss Loop funding beginning FY13-14 and beyond. It was preliminarily agreed that the cities of Corvallis and Albany will each contribute \$125,000 towards the Loop from their 5307 funds and the colleges will contribute toward the local match. The colleges will pay \$204,000 between the two of them, in a yet-undecided split. The remainder of the local match will be provided by carryover funds, advertising revenue, etc. Ms. Scherf said the Corvallis City Council still has to approve this funding allocation.

VII. Commission Requests and Reports

Vice Chair Trelstad reported that OSU’s Student Incidental Fee Committee recommended approval of the 2013-14 fees for the Beaver Bus and the Philomath Connection. He said there may be some upcoming changes to the OSU Shuttle and he should have more details in a few weeks.

Councilor Sorte mentioned his concerns about the stability of the Transit Operations Fee, and CACOT’s role in the City/OSU collaboration process, especially the impact of

parking solutions on CTS. He also suggested that CTS consider a potential significant drop in OSU enrollment while conducting future planning.

Mr. Bates said he and Ms. Scherf will meet with Steve Clark, OSU Vice President for University Relations/Marketing, next week to discuss a marketing campaign aimed at transit as a tool for reducing parking impacts in the neighborhoods surrounding OSU. The approximately \$7,000 in marketing campaign funds will come from OSU funds not used to increase Route C3 runs during the enhancement implementation. OSU originally agreed to provide \$30,000 for three additional services but chose to fund a marketing campaign instead of additional Route C3 runs.

Chair Friedt disseminated a handout of CACOT's role which he shared with the City Commissioners and City Council at an orientation for commission Chairs.

Vice Chair Trelstad invited everyone to the Sustainability Fair and Town Hall, scheduled for Thursday, March 14th. Transportation will have a table at the event.

VIII. Pending Items

None.

IX. Adjournment

Chair Friedt adjourned the meeting at 9:00 am.

NEXT MEETING: March 13, 2013, 8:20 am, City Hall, Meeting Room D

MEMORANDUM

DATE: March 6, 2013
TO: CACOT Members
FROM: Tim Bates, Transit Coordinator
SUBJECT: Information Sharing Report

Replacement Vehicle Information System (VIS) - Staff is awaiting final approval from City management and then the RFP for a replacement VIS will be solicited.

CTS Ridership Survey - Corvallis Area Metropolitan Planning Organization (CAMPO) conducted on-board and on-line ridership and demographic survey of the Corvallis Transit System February 26th through March 4th. The data is being compiled by CAMPO staff and will be available to City staff in several weeks. If there are specific findings you are interested in, make a request to City staff at the March meeting.

Exclusions - Two male passengers were given permanent exclusions from Corvallis Transit System for multiple violations of the Code of Conduct. A female juvenile appealed her permanent exclusion, in effect since July 2, 2012. A hearing was conducted February 25, 2013, and was attended by the appellant, the Transit Coordinator, the Airport Manager (acting in the capacity of City Staff), and a CTS driver familiar with the appellant and her case. It was ultimately decided to reduce the exclusion to one year. The juvenile is eligible to begin riding again on July 2, 2013.

Ridership - Percentage changes are based on rides per service hour.

- **CTS provided 106,526 rides in February, an average of 50.5 rides/service hour, a 0.6% increase from February 2012.** Ridership for February 2012 was 106,526, an average of 50.2 rides/service hour. **(The total rides for 2013 and 2012 are not a misprint. They are exactly the same).**
- **Philomath Connection provided 2,665 rides in February, an average of 20.5 rides/service hour, a 3.2% increase from February 2012.** Ridership for February 2012 was 2,712, an average of 19.9 rides/service hour.
- **Beaver Bus provided 1,850 rides in February, an average of 12.8 rides/service hour, a 10.9% decrease from February 2012.** Ridership for February 2012 was 2,075, an average of 14.4 rides/service hour.
- **ADA Paratransit - February ridership was 676.** Ridership for February was 465.
- **99 Express Adair Village - February ridership was 603, an average of 8.1 rides per service hour.**