

Future Meetings:

Wednesday, November 3, 7:50 a.m., City Hall Conference Rm. D

Wednesday, December 1, 7:50 a.m., City Hall Conference Rm. D

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
MINUTES**

June 2, 1999

Members Present

Craig Anderson, Chairman
Joanne Adler
Bill Hoffman
Caron Johnson
Lita Verts
Ed Barlow-Pieterick, Councilor

Staff

Steve Rogers, Public Works
Bernadette Barrett, Public Works

Visitors

Tom Adler

Absent - Unexcused

Dan Preller
Jessica Pearse, ASOSU Ex officio

SUMMARY OF DISCUSSION

Agenda Item	Informa- tion Only	Held for Further Review	Recommendations/Action
Ridership Report	X		
Commute Week "Try Another Way" May 22-28	X		
Regional Transit Study	X		
Status of Service Route Bus	X		
Kids Summer Pass Program	X		
ADA Paratransit Service	X		
Draft Transit Master Plan/Intermodal Mall	X		

CONTENT OF DISCUSSION

I. APPROVAL OF MINUTES - March 3, April 7, and May 5, 1999

The minutes were accepted as presented.

II. INFORMATION SHARING

A. Ridership Report. The monthly fixed route ridership

report was not available because of month ending on Saturday and the Monday holiday. A paratransit ridership for April was provided to the Commission.

B. Commute Week, Get there "Another Way" - May 24-28.

Staff reported that the City had held a transportation fair in Downtown Corvallis on May 19 and at Good Samaritan Hospital on May 21 to providing information on alternative transportation modes and the week's events. Sponsors of the bike commute day observed that fewer people participated in the organized Tuesday activities.

- C. Regional Transit Study.** Lita Verts, a member of the Regional Transit Study Steering Committee, reported on the Committee's most recent meeting. She noted that the charge to the Committee was to determine if there were sufficient grounds for a transportation district. The conclusion is that the region is not ready to support a transit district with taxing authority. The steering committee did accept a flow chart of suggested actions which could take place to improve public transportation in the region. It included adjustments to the Linn-Benton Loop schedule to facilitate timely transfers to the Corvallis Transit System at 5th and Jefferson. The next priority was to expand CTS to Philomath. Staff reported that discussions have taken place with the City of Philomath over the last several years. Updated cost information for a commuter service was provided to a Philomath City Councilor recently. Ms. Barrett has also had discussions with ODOT Public Transit Division staff regarding possible funding for a start-up of service to Philomath, including vehicle availability.

Additional suggestions were to expand the Loop to Good Samaritan Hospital; establish carpools and vanpools in the more rural areas; establish peak transit service between Lebanon, Albany, and Corvallis; establish a park and ride in Tangent; and in the long-term, establish service to Millersburg, Tangent, and Adair Village. The chart also listed funding options. Local options included local property tax, payroll tax, business fees, parking fees, and retail sales tax.

- D. Status of Service Route Bus.** The new service bus is in Portland. The local distributor, Western Bus Sales, did not accept the bus because of the poor condition of the flooring. New flooring has been ordered and will be installed in Portland.

- E. Kids Summer Pass Program.** Staff distributed a copy of a flyer for this year's kids summer pass program. This program has been in existence for a number of years and has increased in popularity each year. Flyers have been distributed throughout the community, including major employers. Commission members had several suggestions for additional distribution locations.
- F. ADA Paratransit Service.** Staff reported that the Dial-A-Bus Manager had indicated that there had been no turndowns for ADA ride requests. Staff will clarify whether or not that includes ADA rides which are requested during the regular Dial-A-Bus hours, 7 a.m. to 4 p.m. The Commission asked that the report include the number of turndowns for ADA eligible clients, including those turndowns occurring throughout the day. Staff will request the information from the ADA paratransit provider, Dial-A-Bus.

Staff also reported that Benton County and Benton County Senior Council representatives were meeting this morning to continue discussions for next year's contract. The parties have extended their existing contract until September 30. The City provided a similar contract extension to Dial-A-Bus in April. Since no response had been received, a letter was sent to the Senior Council President asking for a response by 5 p.m., Friday, June 4. The Commission was reminded that Dial-A-Bus is primarily funded with Benton County Special Transportation Funds. The City provides compensation to Dial-A-Bus for ADA paratransit service provided between 4 p.m. and 7 p.m. Monday through Friday and on Saturdays from 9:45 a.m. to 4:30 p.m.

- G. Draft Transit Master Plan/Intermodal Mall.** Staff was asked about the status of these projects. It was noted that other, more immediate projects have taken priority over the continuation of these projects, including implementation of the short-term plan. It was noted that the previous Council had asked for revisions to the draft Transit Master Plan prior to adoption, including incorporation of the intermodal mall project. These projects will most likely not be brought back to CACOT until October because of the transit work plan for the next several months. The concept of the bus wrap has also been held up by other projects.

III. ADJOURNMENT

The meeting was adjourned at 8:40 a.m.

FUTURE MEETINGS:

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

Wednesday, August 4, 7:50 a.m., City Hall Conference Rm. D

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
MINUTES**

July 7, 1999

Members Present

Craig Anderson, Chairman
Bill Hoffman
Caron Johnson
Dan Preller

Staff

Steve Rogers, Public Works
Bernadette Barrett, Public Works

Visitors

Roger McDonald

Absent - Excused

Joanne Adler
Lita Verts
Ed Barlow-Pieterick, Councilor

SUMMARY OF DISCUSSION

Agenda Item	Informa- tion Only	Held for Further Review	Recommendations/Action
Transportation Demand Management Plan Implementation	X		
Ridership Report	X		
ASOSU Group Pass Program	X		
daVinci Days - July 17 and 18	X		
Benton County Fair - August 3 - 7	X		
ADA Paratransit Service	X		
Service Route Bus	X		
OSU Ridership Survey		X	
Regional Transit Study		X	
New CTS Web Page	X		
Urban Designation and Formation of Metropolitan Planning Organization	X		

CONTENT OF DISCUSSION

I. APPROVAL OF MINUTES - June 2

The minutes were held for the August meeting.

II. TRANSPORTATION DEMAND MANAGEMENT PLAN IMPLEMENTATION

Staff presented a memorandum which describes the actions recommended in the City's Transportation Demand Management (TDM) Plan and the efforts which have been undertaken to implement portions of the Plan. (See attached.)

In partnership with the Chamber of Commerce, City staff formed an employee transportation coordinators group in January. Monthly meetings have been held to provide information on various transportation alternatives and strategies. Speakers from around the state have provided expertise on vanpools, carpools, the State's business energy tax credit and telecommuting. City staff presented information on transit, bicycle, and pedestrian options, as well as various strategies, such as flexible work weeks (4 days/10 hours, etc.) and staggered work hours. Staff will assist employers in developing plans for individual work sites and developing community-wide events, such as "Get There Another Way Week", "Try Transit Week", and transportation fairs at various locations.

INFORMATION SHARING

- A. **Ridership Report** ☺. Staff presented the monthly, fixed route ridership report. The June monthly total was 34,594, which is 19+ percent higher than last June. The annual total of **418,963** set an all-time, annual ridership record, beating the 1996-97 record. The paratransit ridership for June was not available.
- B. **ASOSU Group Pass Program.** Staff announced that the 1999-00 contract with ASOSU has been signed. The new ASOSU President, Melanie Spraggins, was asked to appoint an ex officio member to CACOT. The appointment is expected this summer.
- C. **daVinci Days - July 17 and 18.** CTS will provide free, expanded service during daVinci Days again this year. Buses will begin at their regular Saturday start time

both Saturday and Sunday (approximately 9:45 a.m.) and continue through their regular weekday ending schedule, approximately 7:25 p.m.

- D. Benton County Fair Shuttle - August 3-7.** As has been done in previous years, CTS will provide a free shuttle service between the fairgrounds, OSU parking lot west of Reser Stadium/Gill Coliseum, and downtown Corvallis. Service will start at 12 noon and run until approximately 11:15 p.m. each day. Half hour service will be provided using the trolley; an additional bus will be added at 5:45 p.m. to accommodate the evening demand. Shuttle costs are shared equally by the CTS and Benton County.
- E. ADA Paratransit Service.** Staff announced that the Benton County Senior Council has signed the 1999-00 contract for Dial-A-Bus to provide the City's paratransit service.
- F. Service Route Bus.** The service route bus was delivered to the City on June 30. Laidlaw staff are in the process of conducting a post-delivery audit of the bus. It should be in service in the near future.
- G. OSU Ridership Survey.** The on-board survey data collected by an OSU class has not been received by the City. Once received, staff will prepare a presentation of the material for CACOT.
- H. Regional Transit Study.** The Steering Committee met on June 25 to receive a draft copy of the study. The study indicates that there is not support for a Linn-Benton transportation district at this time for a variety of reasons. The Steering Committee is recommending a series of incremental steps to improve regional transit until a transportation district appears to be more viable. Steering Committee member Verts and another Committee member will present more detailed information regarding the final report at the August CACOT meeting.
- I. New CTS Web Page.** A new CTS web page with expanded information should be available to the public within the week. It will contain CTS news items, route schedules and maps, fares, programs and services, paratransit service, statistical data, and other information. It will also have links to other Oregon public transit systems and information for other transportation options.

J. Implication of Urban Designation. An article had appeared in the July 7 *Gazette-Times* about the U. S. Census Bureau's projection that the City has achieved 50,000 population for purposes of Community Block Grant funding. The article correctly noted that the urban designation for formation of a Metropolitan Planning Organization (MPO) for transportation planning and transportation funding relies upon the 2000 actual census. To achieve the "urban" designation, an area (not based upon the city limit line) must contain 50,000 people and 1,000 people per square mile in contiguous census blocks. The City has hired a consultant to provide detailed information regarding the transportation implications of the "urban" designation, including transit funding. Additional information will be provided to the Commission when it is available.

III. ADJOURNMENT

The meeting was adjourned at 8:40 a.m.

FUTURE MEETINGS:

Wednesday, August 4, 7:50 a.m., City Hall Conference Rm. D

Wednesday, September 1, 7:50 a.m., City Hall Conference Rm. D

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
MINUTES**

August 4, 1999

Members Present

Craig Anderson, Chairman
Bill Hoffman
Joanne Adler
Lita Verts
Ed Barlow-Pieterick, Councilor

Absent - Excused

Caron Johnson

Absent - Unexcused

Dan Preller

Staff

Steve Rogers, Public Works
Bernadette Barrett, Public Works

Visitors

Tom Wogaman, City Councilor
Tom Adler
Roger McDonald, Dial-A-Bus

SUMMARY OF DISCUSSION

Agenda Item	Informa- tion Only	Held for Further Review	Recommendations/Action
Regional Transit Study	X		
Ridership Report	X		
daVinci Days - July 17 and 18	X		
Benton County Fair - August 3 - 7	X		
Operating Procedures for Animals	X		
Fall Festival - September 25 and 26	X		
Where It's @ and University Day	X		
Try Transit Week '99	X		
OSU On-Board Survey - Status	X		

CONTENT OF DISCUSSION

I. APPROVAL OF MINUTES - June 2 and July 7, 1999

The minutes were held for the September meeting.

II. REGIONAL TRANSIT STUDY

The Regional Transit Study was presented to the Commission by Councilor Tom Wogaman, the City Council representative on the Study's Steering Committee; Lita Verts, a CACOT member and also a member of the Steering Committee, representing the Linn-Benton Disabled Services Advisory Committee; and Bernadette Barrett, the City's Transit Manager, who served on the Study's Technical Committee along with Steve Rogers.

The report included background on the regional transit study and the membership of the Steering Committee; a review of existing services within Linn and Benton Counties and the telephone survey that was conducted in Corvallis, Albany, and Lebanon; a discussion of the peer review that was conducted as part of the study to look at similarly situated university communities with intercity transit service; the long- and short-term service plans, including governance, financing, and feasibility; and next steps.

The telephone survey indicated that voters in Corvallis were the only group to support (57 percent) an increase in property taxes to pay for additional intercity transit service (\$.25/\$1000). The Steering Committee developed a long-term plan to be implemented when funding is available that would significantly increase intercity service. This service would be dependant on connections with local service, such as Corvallis Transit System (CTS) and Albany Transit Service (ATS). The Steering Committee also recommended three steps that could be taken to improve intercity connections in the short term. They included: expansion of the current Linn-Benton Loop service, extension of service to Philomath to connect with CTS and the Loop in Corvallis, and extension of service to Lebanon which would connect with the Loop and ATS. An additional recommendation for the long- and short-term plans was the inclusion of paratransit and carpool/vanpool components.

Staff reported that the Loop Commission is gathering information about the cost of expanding the Loop service. It was noted that the jurisdictions that support the Loop are the cities of Corvallis and Albany, Linn-Benton Community College, and Benton and Linn Counties. Benton County contributes Special Transportation Fund and General

Fund dollars. Linn County contributes funds from its Special Transportation grant funds. Hewlett-Packard has a group pass program for the Loop, and its contribution for the last two years has been the same as the amount paid by the cities of Albany and Corvallis and the Linn-Benton Loop. Oregon State University (OSU) has not contributed to the Loop for many years even though many OSU students attend classes at Linn-Benton Community College as part of their core curriculum. OSU has been asked on repeated occasions to participate in supporting this service.

City staff has been working with Philomath representatives for several years to explore transit service between Philomath and Corvallis. Philomath has dedicated funds in their 1999-00 budget for transit service. Corvallis transit staff is pursuing possible state match operating funds for the Philomath service, along with the needed vehicle. The Lebanon extension appears to be less viable because of the property tax compression that Linn County jurisdictions are facing.

Paratransit service may be required of the intercity service if the service falls within the definition covered by the Americans With Disabilities Act. This would add significant cost to the intercity service.

The carpool/vanpool component was briefly reviewed. It was noted that the Council of Governments maintains a data base for carpool matching. The City has addressed the issue of carpools/vanpools as part of its education of local area employers at the March meeting of the Employee Transportation Coordinators. Vanpools are typically supported through employer contributions and the use of third-party contractors. This is attractive to employers because the third-party contractor assumes the liability and responsibility for the van(s).

The next steps beyond the transit study are to: present the study to the various local jurisdictions to raise the awareness of the need for increased intercity public transportation and to continue to have the steering committee, with some additional stakeholders, meet on a semi-annual basis to review progress towards implementation of the short-term recommendations.

INFORMATION SHARING

- A. Ridership Report.** Staff reported that the fixed route bus service provided 34,628 rides during the month of July. This is approximately the same as last year, except that last year's July numbers included several days of the fair shuttle, which affects overall ridership numbers for July and August, depending on when the fair occurs. July and August combined numbers will be compared next month to last year's July and August.
- B. DaVinci Days.** Ridership for the free daVinci Days expanded CTS service was presented to the Commission. Ridership (1,504 rides) increased slightly over last year (1,336 rides). Staff directed attention to the large ridership on Route 5, which is the only 30-minute route currently offered. Commission members reiterated the importance of frequency to making transit a viable transportation option for those passengers of choice. It was also noted that daVinci Days did not promote the expanded CTS service in their promotional materials, noting that Fall Festival includes such information on their promotional materials.
- C. Benton County Fair Shuttle - August 3-7.** The Benton County Fair started August 3. CTS is providing free shuttle service between the fairgrounds, OSU parking lot west of Reser Stadium/Gill Coliseum, and downtown Corvallis. Service starts at 12 noon, using the trolley, and runs until approximately 11:15 p.m. each day. Fifteen minute service is provided using an additional bus beginning at 5:45 p.m. to accommodate the evening demand. Shuttle costs are shared equally by the CTS and Benton County.
- D. Operating Procedures for Animals.** Staff distributed a copy of the driver operating procedures regarding animals on City buses or in transit facilities. The procedures are consistent with our transit policies.

Staff had presented the operating procedures to CTS drivers at last month's driver meeting, along with a video that provided guidance on the appropriate way to respond to persons with service animals in places of public accommodation. It was noted that many types of animals can serve as service animals, including dogs, cats, birds, monkeys, and pot bellied pigs. The same information was provided to the Downtown Corvallis Association members at their July meeting.

- E. Fall Festival - Sept. 25 and 26.** CTS will provide free, expanded transit service again this year during Fall Festival Weekend. Service starts at the regular Saturday start time and runs until the regular weekday end time.
- F. Where It's @ - OSU New Student Orientation and University Day.** Staff is involved with several OSU and Chamber events promoting transit to OSU students, faculty and staff. Where It's @ is geared toward new OSU students and will be held September 24 on the MU Quad. University Day is September 16 and is focused on OSU faculty and staff. CTS will have a booth at both events and will operate a trolley shuttle around campus during the Where It's @ event.
- G. Try Transit Week '99.** This year's Try Transit Week will be held October 4 through 9 and will again also include Albany Transit System and the Linn-Benton Loop. Staff is working with the City/Chamber Employee Transportation Coordinators (ETC's) group to promote this more effectively to area employees.
- H. OSU On-Board Survey - Status.** Staff has received the raw data and detailed spreadsheets for the OSU on-board survey conducted in May. Staff will consolidate the information so that it can be compared to the information received during the initial on-board survey conducted during the Transit Master Plan activity. This item will be forwarded to the transit route subcommittee when available.

III. ADJOURNMENT

The meeting was adjourned at 9:10 a.m.

FUTURE MEETINGS:

Wednesday, September 1, 7:50 a.m., City Hall Conference Rm. D
Wednesday, October 6, 7:50 a.m., City Hall Conference Rm. D