



**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT**

**MINUTES**

April 12, 2006

Members Present

Stephan Friedt  
 Bob Lowry, Chair  
 Brandon Trelstad  
 Lita Verts, Vice-Chair  
 Robert E. Wilson

Staff

Jon Katin, Public Works  
 Michelle Rhoads, Public Works

Visitors

Paul Morgan  
 Stewart Wershow  
 Abe Drabkin

Absent

Scott Carroll  
 Emily Hagen, City Councilor  
 Annie McMahan  
 Bjorn Warloe

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations/Action
I. Introductions	X		
II. Approval of Minutes-March 8, 2006			Approved, as amended
III. CACOT/Visitor's Comments	X		
IV. Follow-up to Citizen's Request for CTS Buses to Operate on SE Bethel between SE Lilly and SE Crystal Lake	X		
V. Follow-up on Spare Ratio of Vehicles for Back-up	X		
VI. Update on Wheelchair Lift Failures	X		
VII. Information Sharing	X		
VIII. Adjournment	X		

## **CONTENT OF DISCUSSION**

### **I. Introductions**

Introductions of Commission members, staff and visitors were made.

### **II. Approval of Minutes- March 8, 2006**

Page 2, item III, paragraph two, sentence two, should read "There were, by the driver's count, sixty-seven riders on board."

**Commissioners Friedt and Trelstad, respectively, moved and seconded that the Commission approve the March 8, 2006 minutes. The motion passed unanimously.**

### **III. CACOT/Visitor's Comments**

Paul Morgan said he recently noticed an increase in cigarette smoking inside bus shelters at the Transit Mall. He said the "No Smoking" decals previously affixed to bus shelters are no longer there. He suggested establishing designated smoking areas.

Mr. Morgan said he recently activated the wayside sign at a bus stop and was given bus information based on the scheduled time and not the actual bus status. The Route 5 bus that Mr. Morgan was waiting for was twenty-five minutes late. Because that bus was within 5 minutes of the following Route 5 bus, the wayside sign acknowledged only the second bus, confirming its on-time status. Ms. Rhoads said beginning April 17, Route 5 will be paired with Route 6 in an effort to improve on-time performance. The standby bus was not available because recent on-time improvements have made the standby bus unnecessary. Ms. Rhoads also said the wayside signs are not set up to handle that statuses of two buses running so close together.

Chair Lowry said he has noticed smokers gathering at the shelter nearest to Monroe Avenue because this shelter is not currently used as a bus stop. Ms. Rhoads said smoking is prohibited within a certain distance of City buildings. Bus shelters are classified as City buildings. Any exception to this would need to be approved by City Council. Ms. Rhoads said she would check into the "No Smoking" decals missing from the bus shelters.

Mr. Wershow noted that there is a new ban on smoking in Central Park. Mr. Katin urged caution to the Commission in any recommendations regarding establishing a smoking area because it may lead to confusion about where smoking is allowed and where it is not allowed.

On Monday April 17, Chair Lowry will give a historical slide show presentation at The Museum in Philomath on logging railroads of the past.

**IV. Follow-up to Citizen's Request for CTS Buses to Operate at 15 mph on SE Bethel between Lilly and Crystal Lake**

**Background:**

At the March CACOT meeting there was a citizen's request to remove bus routes from SE Bethel. Since the City and CACOT do not see that as an acceptable option at this time, the alternative suggested by the citizen was a 15 mph speed limit for buses on SE Bethel between Lilly and Crystal Lake.

**Discussion:**

Ms. Rhoads attended both CTS drivers meetings during March and provided notice to drivers of the 15 mph speed limit on SE Bethel. The drivers agreed that this was a good policy and that there is a "natural tendency" to slow down through that area anyway due to the constriction. There have been no complaints from citizens since the policy took effect.

**V. Follow-up on Spare Ratio of Vehicles for Back-up**

The trolley is a vehicle that is used as a last resort back-up because it is not meant to be used as a regular use-commercial grade vehicle. There are eight Gillig buses available for route use and six buses on the road at any given time. By inter-governmental agreement with the City of Philomath, the City of Corvallis is obligated to provide a spare bus to Philomath if need be. To recap, there are ten vehicles in the fleet including the Philomath bus, with seven buses needed at any one time. Therefore, there are two spare Gillig buses and the trolley in case of additional breakdown or failures.

Lately, there have been a rash of bus transmission problems which have forced the spare buses into serviced. One bus is currently being serviced for a transmission leak.

The City has a grant with FTA to assist in funding replacement of one of the buses and within the next year another grant will help pay for another replacement bus. It is anticipated that the first replacement bus will arrive in January, 2007 due to the nearly one year lead time in receiving a new bus.

Commissioner Wilson asked what is the average age of a CTS bus. Mr. Katin said the average age is 8.1 years. Chair Lowry commented that when ODOT was offering bus replacement funds during the last discretionary grant process, other transit agencies in the state were seeking funds to replace 20+ year old buses.

It was mentioned that during the week prior to this meeting, a CTS bus had a mechanical failure while at Hewlett-Packard. There was an approximate forty minute wait for a replacement bus. Rhoads will follow up with Laidlaw on the incident and length of time for response.

#### **VI. Update on Wheelchair Lift Failures**

Ms. Rhoads said the City is reviewing Laidlaw's maintenance practices. ADA regulations require the City to provide accessible vehicles in fixed-route service and complementary paratransit service. Wheelchair lift failures seem to have occurred several times on the same bus even though that bus has received maintenance or work on it several times. Chair Lowry said Laidlaw's maintenance staff faces a dilemma in that the buses are of various ages and therefore have various lift features.

#### **VII. Information Sharing**

Commissioner Trelstad distributed pamphlets which outlined OSU campus shuttle route revisions. Information on the revisions were distributed through various media outlets as well as on buses and bus stops. Despite these attempts to inform the public, many were still unaware of the revisions and when they were put into effect. The extensive revisions were made in large part to better interface with CTS routes and to de-emphasize free parking on and around campus. The intersection of 15th Street and Jefferson Way is now a major transfer point. In the future, it is the desire of OSU to make the parking lot, which is now both staff/faculty and student visitor parking on the northeast corner of 15th and Jefferson, into a transit hub by decommissioning about half of the available parking. CTS, Linn-Benton Loop and the OSU

Shuttle would then be able to provide transfers without having to wait in the right-of-way. The route revisions will also provide accessible transportation along Jefferson.

Commissioner Wilson asked Commissioner Trelstad why OSU Shuttles no longer travel through the parking lot of Reser Stadium. Service is now provided adjacent to the parking lot. Because there is free parking on the south of the lot, it is a short walk to the shuttle stop.

Commissioner Verts asked why the parking lot between the Memorial Union and the Library is now a pay lot for visitors. Commissioner Trelstad said it was changed to a pay lot years ago in an attempt to minimize traffic because the lot is in the middle of campus. It is the desire of OSU to have visitors use the campus shuttle or park in the lot near LaSells Stewart Center.

Commissioner Friedt said he has heard from some drivers that the new pairing of Routes 3 and 4 will have difficulty staying on time. Ms. Rhoads said if any of the routes have on-time issues, the system will be adjusted to address the issues.

Ridership records were set for March. Ms. Rhoads was asked what factors are most responsible for the recent increase in ridership. Ms. Rhoads cited it is likely due to multiple factors including customer service by drivers, the redesign of the CTS schedule two years ago, a slight population increase, a hike in gas prices and promotions and advertising done by CTS. Commissioner Verts added OSU parking restrictions to the list of factors. Commissioner Wilson asked if there have been any changes made to ridership collecting or reporting methods. Ms. Rhoads responded these are currently being handled in the same method.

Chair Lowry said he spoke to a driver who mentioned that the left turn onto NW Elks Drive from northbound 9th Street for Route 2 is a safety issue.

Ms. Rhoads said there is a travel training and nylon strap installation event scheduled to last two hours on April 22. Volunteers were solicited to greet and register participants.

Mr. Katin said he met with Annie McMahon and other ASOSU representatives to discuss the Beaver Bus. When ASOSU first considered a Beaver Bus operation and possibly partner with

Laidlaw to use two school buses, it was to run the buses three nights per week for six hours per night. Hours of operations would be Thursday-Saturday from 9:00pm-3:00am. One bus route would run from the Downtown Transit Center along 9th Street and the other would run from the Transit Center to Monroe Avenue, Kings Boulevard and Timberhill, then return. Each route would run one hour trips.

The City Budget Commission was solicited for \$21,000, the Corvallis business community will be solicited for an additional \$21,000 and OSU will be asked to provide the remaining \$21,000. Mr. Katin asked ASOSU why CTS was not asked to perform the transportation services for the Beaver Bus. ASOSU told Mr. Katin that CTS would be considered. ASOSU will work with the Police Department to ensure all citizen rights and rules are followed regarding control of unruly passengers. ASOSU also agreed to ensure cleanliness of the bus.

ASOSU will update this proposal to the City Budget Commission on May 4, 2006 for further discussion. The program is scheduled to begin in the Fall of 2006. Mr. Katin said the funding to accommodate this payment is not currently within the Transit Program and it would require an additional appropriation to meet this obligation.

Mr. Katin was asked if insurance is covered in the operating costs. The question related to whether there would be additional liability or risk to the City with operating this service. Insurance is covered by Laidlaw in terms of collision liability insurance. Risk management insurance coverage is to be determined by staff.

Mr. Wershow said riders will not just be OSU students going to bars but also those who work at late night businesses who have no other way home. It would need to be promoted to the entire Corvallis community. This is a one-year pilot program which may be continued, if successful.

It was asked why the OSU Shuttle isn't being considered as a transportation provider for this program. Commissioner Trelstad said the OSU Shuttle would be considered if demand were not high enough to necessitate a CTS bus.

Additional comments during the meeting are listed below.

- Describe the service as "regularly scheduled" rather than "fixed-route".
- Consider the public perception of using large buses versus small buses depending on number of passengers.

- Where would the origination point be - along 2<sup>nd</sup> St. or at 5<sup>th</sup> & Monroe, the Transit Center?
- A request for \$21,000 seems like a large amount to ask of merchants.
- The service needs to address the needs of the south and southwest parts of Corvallis in addition to the north and northwest.

Ms. Rhoads reported that Commissioner Warloe is moving from the area for a new job and commission members were encouraged to wish him well.

#### **VIII. Adjournment**

**Commissioners Wilson and Friedt, respectively, moved and seconded that the Commission approve adjournment. The motion passed unanimously.**

#### **Future Meetings:**

Wednesday, May 10, 2006, 8:15 a.m., Madison Avenue Meeting Room  
Wednesday, June 14, 2006 8:15 a.m., Madison Avenue Meeting Room  
Wednesday, July 12, 2006 8:15 a.m., Madison Avenue Meeting Room

## Memorandum

DATE May 5, 2006

TO: CACOT Members

FROM: Michelle Rhoads, Transit Manager

SUBJECT: Information Sharing Written Report

- **CTS Code of Conduct Regarding Tobacco Products** - The code prohibits this behavior: “Smoke tobacco or any other substance, or chew tobacco, or carry any burning or smoldering substance, in any form, aboard a City transit vehicle or in a transit shelter.” As time permits the shelters throughout the system will be inventoried again for “no smoking” decals and those lacking will receive one.
- **Follow-up on Notifying Citizen and City Councilor Regarding 15 mph Speed for Buses on SE Bethel between Lilly and Crystal Lakes Dr.** - Both the citizen who expressed the concern originally and George Grosch, City Councilor for Ward 3, received notice of the instruction to CTS drivers to maintain 15 mph for buses in this area.
- **Operations and Maintenance Facility** - The City has awarded a consultant services contract for the preliminary design and environmental report for a facility. The selected consultant firm is Pivot Architecture, which recently designed a number of Lane Transit District facilities including the headquarters, the RideSource, Springfield Station, and Lane Transit District Bus Rapid Transit facility. A request has been submitted to Representative Darlene Hooley’s office for assistance in gaining a Federal earmark for a capital grant to fund 80% of the cost of construction. It is hoped that this work and funding will make it possible for the City to begin operations from its own facility some time in 2012.
- **Ridership** - Ridership reports will be distributed during the meeting. Highlights are:
  - ▶ **CTS** provided 49,850 + rides during April. The “ + “ indicates that the total is incomplete. Ridership on a small number of trips did not get collected by the automatic system during the last week of April. For at least the next couple of months, passenger counts will be continue to be collected manually by the drivers and compared with those reported by the automatic system in order to confirm validity. Regardless, this April ridership exceeded last year’s April ridership by almost 500 rides and was just under the record April ridership of

50,170 established in 2002. The current year-to-date ridership (July - April) is 3.6% higher than the prior 5 year average for the same period. April rides included 789 FREE rides on April 22 in celebration of Earth Day 2006.

**Senior/Youth/Disabled/OSU Student ridership survey results** - The data is being reviewed and it is anticipated that the report will be available at the meeting.

- ▶ **Philomath** provided 1551 rides during April, another new monthly ridership record and a 42% increase over the prior 5 year average for April of 1,095. Year-to-date rides are up 22% over the prior 5 year average.
- ▶ **Dial-A-Bus** ridership report will be available at the meeting.
- **CTS On-Time Performance** - April performance was 95% according to the data collection and reporting methodology used in the past. This report will be distributed during the meeting along with a report from the new automatic data collection system.
- **Auto-Announce/Passenger Information System** - There are intermittent “bugs” but for the most part, the system is operating as intended. The City has accepted completion of the vendor’s installation and training of the system. The system has entered the warranty period which requires the contractor to continue making repairs as required. The warranty period is for 18 months.
- **Events and Promotions** -
  - ▶ **“Secure Your Place on the Bus”** - Thank you to Steve Friedt for volunteering his time to help with this event. Of the twelve people who attended the event, eleven had nylon wheelchair loops installed on their wheelchair. The twelfth person uses a walker.
  - ▶ **Earth Week 2006** - City staff participated in promotional events at OSU on April 18, Hewlett-Packard on April 21 and on April 22 at Riverfront Park.
  - ▶ **Summer Youth Bus Promotions** - There are seasonal (summer) youth group-pass programs with the Public Library and Parks & Recreation. CTS also offers a “get 3 months for the price of 2 months” youth summer bus pass. This is a special summer-only offer to get our youth on buses to get where they want to go during the summer. A copy of the flyer/order form has been sent electronically to CACOT members and it is also available on the CTS website.