

Approved

By CACOT on
February 11, 2014

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
MINUTES
January 14, 2014**

Present

Stephan Friedt, Chair
Steve Harder, Vice Chair
Steven Black
Eric Cornelius
Cassie Huber
John Oliver

Staff

Tim Bates, Public Works
Brie Caffey, Public Works

Visitors

Absent

Brandon Trelstad
Kriste York
Bruce Sorte, Council Liaison

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Introductions	X		
II. Approval of Nov 12, 2013 Minutes			Approved
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			Requested that staff produce cost to operate Sundays on Beaver Bus type routes
VIII. Pending Items			N/A
IX. Adjournment			Adjourned at 8:48 am

CONTENT OF DISCUSSION

I. Introductions

The meeting was called to order at 8:20 am by Chair Freidt. Introductions were made of Commission members and staff.

II. Approval of Minutes

Commissioners Black and Cornelius, respectively, moved and seconded to approve the November 12, 2013 minutes. The motion passed unanimously. There were no December minutes to approve, as December's meeting was canceled.

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:

Staff demonstrated both the desktop and mobile versions of the real-time bus information software being promoted as "Where's my bus?". Commissioner Black asked if it would be possible to sell advertising on the pages and Mr. Bates replied that it is a possibility, if the City agreed.

Mr. Bates noted a change to the second paragraph of the Information Sharing Report, noting that the remaining VIS software will be installed in February instead of January. The delay corresponds to the delivery of two new CTS buses and ensures they will be outfitted with the equipment at no additional cost to the City. In response to Chair Friedt's request, Mr. Bates said he would email the anticipated installation date.

Mr. Bates said one of the old CTS buses will be dedicated for use as a backup Philomath Connection (PC) bus and will be re-branded with the PC logo. This will allow CTS to maintain two spare buses.

Staff will meet with First Student soon to discuss the feasibility of developing and implementing a CTS inclement weather plan. Another possibility would be to have buses waiting at the DTC to fill in as routes get 10 to 20 minutes behind schedule.

Mr. Bates reported that the Transit Operations Fee (TOF), which is reviewed at the end of each year, appears to have dropped due to reduced gas prices in 2013. He will have the official fee amount to be charged at CACOT's next meeting. A reduction in this fee means CTS will receive less revenue but that should be somewhat mitigated by CTS having to pay less for fuel.

Mr. Bates and Commissioner Huber discussed the OSU/City CTS marketing campaign, aimed at reducing vehicle traffic to campus. Mr. Bates said that OSU will lead the campaign after meeting with City staff on how best to spend the \$14,000 allotted for this effort. Commissioner Huber reported that the campaign is currently focusing on social media and a newspaper article should be coming out later this week.

VII. Commission Requests and Reports

Chair Friedt requested that staff provide the cost to operate Sunday service, modeled on the current Beaver Bus service. The Commission can then make an informed decision on possibly recommending Sunday service. Chair Friedt noted that there have been requests for Sunday service from community members for over 10 years.

Vice Chair Harder reported that the Benton County Special Transportation Fund fare increases went into effect on January 1, 2014.

VIII. Pending Items

None.

IX. Adjournment

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

The meeting was adjourned at 8:48 am.

NEXT MEETING: February 11, 2014, 8:20 am, Madison Avenue Meeting Room