

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT  
MINUTES  
March 11, 2014**

**Present**

Stephan Friedt, Chair  
Steve Harder, Vice Chair  
Eric Cornelius  
John Oliver

**Staff**

Tim Bates, Public Works  
Brie Caffey, Public Works

**Absent**

Steven Black  
Cassie Huber  
Kriste York  
Brandon Trelstad  
Bruce Sorte, Council Liaison

**Visitors**

Lee Lazaro, Special Transportation  
Coordinator of Benton County

**SUMMARY OF DISCUSSION**

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Introductions	X		
II. Approval of Feb 11, 2014 Minutes			Approved
III. CACOT/Visitor Comments	X		
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 9:16 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, staff and visitor.

**II. Approval of Minutes**

**Vice-Chair Harder and Commissioner Cornelius, respectively, moved and seconded to approve the February 11, 2014 minutes. The motion passed unanimously.**

**III. CACOT/Visitor Comments**

Lee Lazaro introduced himself as the new Special Transportation Coordinator for Benton County. Lee said he is busy learning about the duties of his position and about Dail-A-Bus being the contractor for both the County's STF program and the City's ADA program.

**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, in addition to the two new buses that recently were put into service, CTS has one more grant in hand for a new bus that is scheduled to be delivered in FY 14/15. Mr. Bates reminded the Commission that grants for bus purchases will no longer occur via earmarks so CTS will need to set aside some of its 5307 grant money to fund future bus purchases. He said the last bus cost \$360,000, however CTS was responsible for only 10% of that cost. Moving forward, CTS will be responsible for the full purchase price if other grant funding is not identified.

Mr. Bates mentioned that Philomath City Manager Randy Kuglar will be retiring on Friday and the new Philomath City Manager will start on Monday.

Mrs. Caffey reported that staff attended the March 6<sup>th</sup> OSU Off-Campus Housing Expo. She reported that a surprising number of students did not know that CTS is fareless.

Mr. Bates reported that staff is meeting with the Madison Avenue Collective, as part of the City/OSU marketing campaign, to design a new CTS logo and branding materials. The new brand will be used for, among other uses, a marketing campaign aimed at increasing ridership of OSU's students, faculty and staff.

Commissioner Cornelius asked if staff had researched the idea of a satellite park and ride for OSU and Mr. Bates said that the idea has been discussed at previous CACOT meetings but that no viable park and rides have been identified.

Mr. Bates reported that all modules of the VIS have been installed. He asked Commissioners to think about the sort of data they would like to see collected and send

him their suggestions. General ridership numbers and on-time performance are two statistics requests that he has recorded thus far. Chair Freidt said he'd like to see a report on boardings per stop.

Mr. Bates reported that staff aligned the City's two divergent no smoking policies, captured in both the City's Municipal Code and CTS's Code of Conduct, so that smoking in either a shelter or at the DTC will result in a fine.

#### **VII. Commission Requests and Reports**

Commissioner Cornelius noted that the Parking Commission had ninety-five pages of community comments regarding the parking districts. He said that one question raised included ways for the bus system to improve and/or incorporate a park and ride. Commissioner Cornelius wondered if a park and ride could be a revenue source for the city since the OSU changes are expected to be unpopular.

Mr. Bates said that the Public Participation Task Force has considered that CACOT, the Downtown Commission Parking Committee, and the Bicycle & Pedestrian Advisory Commission be melded into one commission. Chair Freidt agreed that some issues overlap and he believes that, minimally, the Commissions should have liaisons who attend each other's meetings. Commissioner Cornelius said it would make sense that the Parking Commission and CACOT looking at complementary solutions.

#### **VIII. Pending Items**

None.

#### **IX. Adjournment**

**Vice-Chair Harder and Commissioner Oliver, respectively, moved and seconded that the meeting be adjourned. The motion passed unanimously.**

The meeting was adjourned at 9:16 am.

**NEXT MEETING: April 8, 2014, 8:20 am, Madison Avenue Meeting Room**