

**TRANSIT ADVISORY BOARD  
AGENDA**

**Tuesday, December 9, 2014, 8:20 a.m.  
Madison Avenue Meeting Room  
500 SW Madison Avenue**

- I. INTRODUCTION
  
- II. APPROVAL OF MINUTES
  - October 14, 2014 (there was no November meeting)
  
- III. CACOT/VISITORS COMMENTS
  
- IV. OLD BUSINESS
  
- V. NEW BUSINESS
  - Transition to Advisory Board or Departmental Advisory Committee - Discussion with Public Works Director Mary Steckel
  - Possible Meeting Date Change to Third Tuesday of Each Month - Discussion
  - Potential Route Changes with Proposed Development - Discussion
  
- VI. INFORMATION SHARING
  
- VII. COMMISSION REQUESTS AND REPORTS
  
- VIII. PENDING ITEMS
  
- IX. ADJOURNMENT

Next Meeting: Tuesday, January 13, 2015, Madison Avenue Meeting Room

Commission Members:

Stephan Friedt, Chair

Steve Harder, Vice Chair

Kriste York

Eric Cornelius

Brandon Trelstad

Cassie Huber, ASOSU

Steven Black

John Oliver

Bruce Sorte, Council Liaison

Madison Avenue Meeting Room 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  
October 14, 2014**

**Present**

Stephan Friedt, Chair  
 Steve Harder, Vice Chair  
 Steven Black  
 John Oliver  
 Kriste York  
 Eric Cornelius  
 Brandon Trelstad  
 Bruce Sorte, Council Liaison

**Staff**

Tim Bates, Public Works  
 Peter Dassow, Public Works

**Visitors**

Ali Bonakdar, CAMPO Director  
 Bob Wilson  
 Bob Lowry  
 Abigail Erickson

**Absent**

Cassie Huber, ASOSU

**SUMMARY OF DISCUSSION**

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Introductions	X		
II. Approval of September 9, 2014 Minutes			Approved
III. CACOT/Visitor Comments			N/A
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 9:28 a.m.

**CONTENT OF DISCUSSION**

**I. Introductions**

The meeting was called to order at 8:25 a.m. by Chair Friedt. Introductions were made of Commission members and staff.

**II. Approval of Minutes**

**Commissioner Black moved to approve the September 9, 2014 minutes, seconded by Commissioner York. The motion passed unanimously.**

**III. CACOT/Visitor Comments**

See Bob Lowry comments under New Business

**IV. Old Business**

None.

**V. New Business**

Ali Bonakdar, CAMPO director, reported on survey results regarding a secondary transit hub to the DTC. He introduced himself and his background. He reported on the results of the survey conducted earlier this year, a “mini-survey” after riding the routes for about a week. The question considered was the feasibility of a transit hub at or near OSU campus to increase ridership with students and faculty and staff. He thought with limited funds, the better use of them would be to fortify routes that serve the campus rather than create an OSU campus transit hub.

Commissioner Trelstad said he did not have numbers yet regarding parking or ridership; however, he thought it would a good idea to try to coordinate more with CTS.

Bob Lowry gave his thoughts about the need for 2-3 hubs, satellite centers which do not have to be elaborate. He suggested the City consider shorter routes and a secondary center at north side of city. Mr. Bonakdar noted that almost all routes serve OSU campus.

Councilor Sorte suggested additional, useful information about ridership would come from observing ridership once the rainy and cold weather arrives.

Chair Freidt observed that at least one OSU shuttle run from Monroe to Western through the 14th-15th Streets would help bus riders get to the south end of the campus. He noted that at the south end, Jefferson and 15th, would not be a bad spot for a satellite bus area.

Commissioner Trelstad noted that OSU’s Beaver Bus goes up Campus Way on 14th-15th streets, but not to up Monroe.

Mr. Bonakdar agreed to send an electronic copy of the study to Chair Freidt.

**VI. Information Sharing**

Mr. Bates reviewed the ridership report with the Commission. CTS, paratransit, and 99 Express numbers are up noticeably; PC is down slightly.

Mr. Bates reported on the new Route C1R, providing additional runs in the afternoon on the C1 route but in the reverse direction, which is being used but more “accidentally” as

the general public does not seem to be aware of this new route. Commissioner Trelstad said he would help publicize it.

Mr. Bates reported the City is undergoing a state-funded update to its Transportation System Plan. He reported that the Title VI report for FTA is completed. He reported that he would be attending the upcoming annual statewide transit conference in Seaside, as would Ms. Scherf.

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

Commissioner Black asked if there is a protocol for dealing with people with communicable illnesses aboard the buses. Mr. Bates said there isn't and there is no federal guidance for screening people who are sick or look sick. Intoxication or causing a disturbance is different; however, it would be impossible for driver to determine whether someone with a cold is allowed to ride. Councilor Sorte suggested having sanitary supplies on the bus.

Chair Freidt asked whether the VIS has automatic passenger counting. Mr. Bates said the system does not perform this function yet, though it will eventually.

Councilor Sorte shared that it appears likely that CACOT and the Bicycle and Pedestrian Advisory Commission will remain intact and not be merged into a larger transportation advisory board. It appears likely that CACOT will become an advisory board/committee or task force rather than a commission, under the new guidelines and definitions of each. Councilor Sorte stated he will not be liaison anymore as he is not running for re-election.

Commissioner Trelstad noted a successful Student Sustainability Initiative Fair and said there are plans for another one in spring. He said getting a CTS bus for that event might be helpful. Now OSU is working on continuing to improve bicycle parking and will conduct a bicycle survey soon.

## **VIII. Pending Items**

Chair Freidt mentioned getting a report on revenue/expense to get a general picture of the status of the transit fund.

## **IX. Adjournment**

**Commissioner Black moved to adjourn the meeting, seconded by Commissioner Oliver. The motion passed unanimously.**

The meeting was adjourned at 9:28 a.m.

**NEXT MEETING: November 12, 2014, 8:20 am, Madison Avenue Meeting Room**

## MEMORANDUM

DATE: December 2, 2014

TO: CACOT Members

FROM: Tim Bates, Transit Coordinator

SUBJECT: Information Sharing Report

**New CTS Signs** - New CTS bus stop signs, complete with our new branding, are being installed throughout the system. Signs for Route2 were the first to be installed. All other route signage will be installed in the coming months.

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

- **CTS provided 127,635 rides in October, an average of 50.9 rides/service hour, a 10.4% increase from October 2013.** Ridership for October 2013 was 114,000, an average of 46.1 rides/service hour.
- **CTS provided 104,137 rides in November, an average of 47.5 rides/service hour, an 8.5% increase from November 2013.** Ridership for November 2013 was 98,932, an average of 43.8 rides/service hour
- **Philomath Connection provided 2,778 rides in October, an average of rides/service hour, a 15.6% decrease from October 2013.** Ridership for October 2013 was 3,293, an average of 22.0 rides/service hour.
- **Philomath Connection provided 2,079 rides in November, an average of 16.8 rides/service hour, a 17.9% decrease from November 2013.** Ridership for November 2013 was 2,664, an average of 20.5 rides/service hour.
- **ADA Paratransit - October ridership was 685.** Ridership for October 2013 was 622.
- **ADA Paratransit - November ridership was 597.** Ridership for November 2013 was 508.
- **99 Express Adair Village - October ridership was 456, an average of 6.1 rides per service hour, a 30.0% increase from October of 2013.** October 2013 ridership was 535, an average of 4.7 rides per service hour.
- **99 Express Adair Village - November ridership was 366, an average of 5.6 rides per service hour, a 21.7% increase from November of 2013.** November 2013 ridership was 443, an average of 4.6 rides per service hour.

<b>Transit Fund Financial Report December 11, 2014</b>	<b>Final FY 12-13</b>	<b>Final FY 13-14</b>	<b>Adopted FY 14-15</b>	<b>YTD FY 14-15*</b>
<b>REVENUES</b>	\$3,809,042.00	\$3,133,131.00	\$3,471,310.00	\$803,523.39
<b>EXPENDITURES</b>	\$2,647,228.93	\$2,602,101.18	\$2,798,360.00	\$784,638.28
<b>TRANSIT FUND BALANCE</b>	<b>\$1,638,724.10</b>	<b>\$1,832,663.73</b>		<b>\$1,895,747.84</b>

\*Through October, 2014