

**CORVALLIS TRANSIT ADVISORY BOARD
MINUTES
February 17, 2015**

Present

Stephan Friedt, Chair
Steven Black
John Oliver
Brandon Trelstad
Zach Baker, Council Liaison

Absent

Steve Harder, Vice Chair
Eric Cornelius
Kriste York
Cassie Huber, ASOSU

Staff

Tim Bates, Public Works
Peter Dassow, Public Works
Lisa Scherf, Public Works

Visitors

Bob Wilson

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Introductions	X		
II. Approval of December 9, 2014 Minutes			Approved, as amended
III. TAB/Visitor Comments			N/A
IV. Old Business <ul style="list-style-type: none"> • Transition to Advisory Board or Departmental Advisory Committee 		X	N/A
V. New Business <ul style="list-style-type: none"> • Possible Change to Meeting Schedule 		X	
VI. Information Sharing	X		
VII. Board Requests and Reports	X		
VIII. Pending Items			N/A
IX. Adjournment			Adjourned at 9:20 a.m.

CONTENT OF DISCUSSION

I. Introductions

The meeting was called to order at 8:20 a.m. by Chair Friedt. Introductions were made of board members, staff, visitor, and new council liaison.

II. Approval of Minutes

Board Member Black moved to approve the December 9, 2014 minutes, with the edit to reflect the next meeting is the third Tuesday of the month, seconded by Board Member Oliver. The motion passed unanimously.

III. TAB/Visitor Comments

None.

IV. Old Business

Transition to advisory board or department advisory commission

All board members present voted to remain as an advisory board with a Council liaison. Chair Freidt, however, deferred holding a full discussion until the remaining board members could be present and provide their comments.

V. New Business

Possible Change to Meeting Schedule

The board discussed whether to meet bi-monthly, on even numbered months. This will be a new business agenda item for next meeting.

VI. Information Sharing

Mr. Bates reported that the current CTS operations and maintenance contract expires on June 30, 2015. Staff is working to complete an RFP, set to advertise in mid-March and close by the end of April.

Mr. Bates reviewed the Information Sharing report with members. In addition to changes to ridership data from last year, he provided an update on three items:

- New CTS signs are almost all installed. Installation should be complete in March.
- The triennial review questionnaire and documents submission was completed by staff before the deadline. The questionnaire and documents submission comprise the vast majority of the work involved. FTA will conduct its onsite review in June.
- National Transit Database reporting was completed by staff. It is used to set funding for the next fiscal year.

VII. Board Requests and Reports

VIII. Pending Items

Board Member Trelstad requested on-time performance reports of CTS. Mr. Bates said he would provide an update at the next meeting.

Board Member Oliver requested that CTS consider changing the traffic light default on Grant Avenue and Kings Boulevard from red to green for better performance, rather than having to slow down and wait for the light to turn green.

Councilor Baker reported that Council approved the Transit Operations Fee for the

period February 1, 2015 – January 31, 2016. The fee is \$3.55, a decrease of eight cents. He also reported that Council is also working on its Council goals and vision plan, and nearing completion of the new City Manager recruitment.

IX. Adjournment

Board Member Black moved to adjourn the meeting, seconded by Board Member Oliver. The motion passed unanimously.

The meeting was adjourned at 9:20 a.m.

NEXT MEETING: March 17, 2015, 8:20 am, Madison Avenue Meeting Room