

**CORVALLIS TRANSIT ADVISORY BOARD
MINUTES
April 21, 2015**

Present

Steve Harder, Vice Chair,
Eric Cornelius
John Oliver
Kriste York
Brandon Trelstad
Zach Baker, Council Liaison

Staff

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

Visitors

Bob Wilson

Absent

Stephan Friedt, Chair
Steven Black
Cassie Huber, ASOSU

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Introductions	X		
II. Approval of March 17, 2015 Minutes			Approved
III. TAB/Visitor Comments			N/A
IV. New Business <ul style="list-style-type: none"> • Annual Report and Sunset Review 		X	Board to become an advisory committee, effective July 1, 2015, and submit annual report
V. Old Business <ul style="list-style-type: none"> • Transition to Advisory Board or Department Advisory Committee 		X	Per sunset review recommendation, TAB will become a Department Advisory Committee
VI. Information Sharing	X		
VII. Board Requests and Reports	X		
VIII. Pending Items			N/A
IX. Adjournment			Adjourned at 9:12 a.m.

CONTENT OF DISCUSSION

I. **Introductions**

The meeting was called to order at 8:26 a.m. by Vice Chair Harder, acting in capacity as chair with Chair Friedt excused. Introductions were made of staff, board members, council liaison, and visitor.

II. **Approval of Minutes**

Board Member York moved to approve the March 17, 2015 minutes, seconded by Board Member Oliver. The motion passed unanimously.

III. **TAB/Visitor Comments**

None.

IV. **New Business**

Sunset Review

Board reviewed the draft memo prepared by staff and recommended submitting. Vice Chair Harder inquired what would exist in place of an advisory board, if it were to sunset. Mr. Bates explained it would be a Department Advisory Committee (DAC). Ms. Scherf explained it would be a standing committee with appointed members, called to convene when business needs arise. Vice Chair Harder asked how a DAC would differ from how the board currently operates as an advisory board, and Mr. Bates outlined key differences.

Visitor Bob Wilson inquired about receiving monthly updates on ridership. Staff noted that information would continue to be maintained and could be emailed and/or posted to the CTS website.

Vice Chair Harder opened the floor to vote on whether the Transit Advisory Board will recommend that it sunset effective the end of June 2015. Board Member Cornelius so moved, seconded by Board Member Trelstad. The motion passed 5-3. Board Members Harder, Cornelius, York, Trelstad, and ASOSU Liaison Huber (via email) voted yes; Board Members Oliver, Friedt (via email), and Black (via email) voted no.

Annual Report

Mr. Bates asked for any comments about the annual report before submitting to Urban Services Committee, and the Board had none.

V. **Old Business**

• Transition to Advisory Board or Department Advisory Committee

This item was simultaneously covered by new business item above, discussion and vote to recommend transitioning to a departmental advisory committee.

VI. **Information Sharing**

Mr. Bates provided an update on the operations and maintenance RFP, noting the City received only one proposal, submitted by the current contractor. Mr. Bates then reviewed the Information Sharing report with the Board. He also stated that the City will attend the OSU Earth Day fair this afternoon to promote mass transit.

All Board Members present received a hard copy of the notice for advisory boards, commissions, and task forces regarding public records and public meetings.

VII. Board Requests and Reports

Vice Chair Harder provided an update regarding increase in rides from transporting special needs students to the school district.

Councilor Baker noted the new city manager appointment and the meet and greet for May 7th at 4:30 p.m. at MAMR. He stated that 4 of the Council goals have task forces and are at various stages of being formed by chairs appointed by the mayor. There was also discovery of “unexpected revenue” of about \$1 million and there will be discussion by Council on how or whether to spend it.

VIII. Pending Items

None.

IX. Adjournment

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

The meeting was adjourned at 9:12 a.m.

NEXT MEETING: May 19, 2015, 8:20 am, Madison Avenue Meeting Room