

Minutes of October 17, 2017 Columbia County Rider Transportation Advisory Committee (CCRTAC)

In attendance:

Sharon Evinger - Chair
Genell Grow – Past Chair
Bill Eagle – Vice Chair
Claudia Eagle
Charlotte Hart
Ralph Culpepper – Resident
Alta Lynch - Resident
Michael Ray – CC Rider Staff
Chad Mace – CC Rider Staff
Danny Hernandez – MTR Ops Mgr
Michael McClendon - Driver

Meeting Commenced at 6:30 PM.

ITEM 1: Welcome and Introductions.

Sharon opened the meeting and Began introductions. She welcomed everyone.

Misc.: Michael introduced Nora, who will be taking the meeting minutes.

Genell briefed on Education Subcommittee. Discussed possibility of a survey. Theatre Slide advertisement.

Went over the brochure for CC Rider info and to be distributed at the Children’s Fair. Discussed who will participate in the Children’s Fair. Hours and tasks. Sharon will be doing face painting with Key Club members. Michael and Danny to provide two buses and staff. Michael and Danny will staff bus demonstrations. Preperation for Fair to start at 9:00 am. Fair runs 10:00 – 4:00. Michael will provide schedules for distribution.

Misc.: It was re0iterated that for large documents that need to be reviewed by the TAC, Michael will email and will also provide hard copies for all who request. Michael will also provide a summary of the documents.

ITEM 2: Bill Eagle motioned for the September 19 minutes to be approved as amended with Charlotte’s name added. Blanche seconded. Passed unanimously.

ITEM 3: Chad handed out a sheet showing ridership numbers from June – September. Numbers show ridership as remaining steady, but overall a decrease over last year for the same timeframe. This came as a surprise to most as an increase was expected with the Seniors and Veterans Ride Free event. Michael explained that the numbers reflected just one quarter of the year and too much shouldn’t be made of them. Need to look at year over year numbers to determine a more consistent trend. Bill noted lower numbers than expected. Alta would like to separate out DAR ridership. Easy to do.

Sharon wanted to know Avamere ridership. Michael indicated that we could look into this.

Genell would like to see all demographic groups broken out (students, general, seniors, etc.).

Michael indicated that currently, ridership is known by individual bus runs. He indicated that he is looking to change how ridership is recorded. This change will record passenger counts by stop in addition to the run. It will take some time to set up.

Misc.: Alta was concerned about parking availability at Avamere

Bill was disappointed at the overall ridership numbers

ITEM 4: Children's Fair. Sharon and others thought that a date should be placed on all literature. The flier produced for the Children's Fair was lacking a date. Everyone agreed moving forward that all literature should have a date.

Sharon was going to try and get up to 7 face painters for the event.

Set up time is 9:00 AM. The fair runs 10 AM – 4 PM.

Michael indicated CC Rider will have two buses for the event.

Sharon needs a ride to and from the event.

Bill indicated that the Kiwanis Key Club will provide some student volunteers for face painting. Danny indicated his daughter will help.

ITEM 5: Grounds Maintenance. Sharon indicated that the Veterans have a program and would likely be willing to provide a bid for grounds maintenance. Chad indicated that the one bid received includes a cost for initial cleanup and an ongoing maintenance fee.

ITEM 6: Michael discussed the Rainier Transit Center process. He indicated that proposals are due Wednesday, Oct. 18th. There will then be an evaluation by a committee comprised of himself, Casey Garrett, Henry, and probably someone from a local engineering business. Michael stated that demolition of the existing building would probably begin in December.

It was suggested that a press release be put out by the County PIO – Karen Kane.

It was also suggested that on-going updates be sent to Cody Mann and/or Don Paterson. The local high school journalism class was also mentioned as a possible resource for creating updates.

Item 7: Michael discussed the NW Connector Master Plan and how the Commission really liked the plan, but felt that the IGA needs revision and signed off by all 5 transit agencies before the commission takes action on the Master Plan.

ITEM 8: The topic of a 1-page schedule was discussed. Michael indicated that it might be possible to do, but it would look substantially different than the SETD schedule. Michael indicated that SETD has linear routes which means a map is easier to place. SETD also has fewer routes. CC Rider has routes that form a spoke from St Helens, making a map more difficult to place on a one-page format. We also have more routes. He will look into trying to get some mock-ups done.

ITEM 9: Michael, Danny and Chad gave their opinions on the OTA Conference held in Pendleton. All thought the conference was good as far as topics went, but the venue and food suffered. Everyone came back with some good transit information.

Item 10: We need new copy for a new ad run in the local theatres. Chad and Michael will work on getting something put together and will email out a draft for comment to the TAC.

Item 11: Discussion on placards for buses. Started out great, but drivers are now being lax in placement. Both Danny and Michael McClendon stated that placards cannot go in front windshield for safety reasons – block vision. Need to repeatedly remind drivers to put them in the side windows and to change them when the route changes or the route changes direction. The signs are to help passengers know which bus is at the stop and where the bus is going. This is a particular problem at 1st and Prairie, where four buses stop going two directions.

Item 12: CC Rider needs to know how many Avamere residents use the bus? CC Rider can easily get DAR information. Will need to look back through driver sheets to determine how many 'flexes' to Avamere have been requested over time. Blanche provided information on how many DAR requests were made over the summer:

July – 11 Portland appoints. 2 Scappoose and 12 St Helens

August - 13 Portland 1 Scappoose and 10 St Helens

September - 10 Portland 0 Scappoose and 7 St Helens

Item 13: Old Business. There was some confusion on what exactly 'Old Business' is? Genell felt that the TAC needs to come up with definitions of 'New' 'Old' and 'Other'

Blanche indicated that she and Charlotte still have not received their TAC membership letters from the Commission. Sharon and Genell still haven't received their renewal letters. Michael to check on them.

Blanche made a motion to close TAC meeting at 8:25 PM. Seconded by Bill.

Meeting Adjourned at 8:25.