

Oxford - University Transit Meeting 8/27/09

Members Present: Jack Howard, George Price, Donna Gurley, Carol Haney, Jim Windham, Rebecca Bertrand

Others present: Tim Akers, Tim Lett of McDonald Transit, Megan Taylor, Melanie Addington with the Eagle

The meeting was called to order by Chairman Jack Howard. Two items were added: a recap of the meeting with the school board, and a discussion and submission of the corrections for the Operating Procedures Manual.

The minutes for the August 13 meeting were approved and submitted.

School Board Meeting

Jack Howard explained that the contract was presented to the School Board at their last meeting. The members asked that the transit commission consider a utility cost procedure and security issues. The contract was signed and submitted to McDonald transit.

Tim Lett, with McDonald Transit, explained that an added background check would be put into place that includes using the child abuse registry.

Routes and Schedule

Tim Akers introduced Tim Lett who then discussed the routes and scheduling for the transit system. Two routes were presented, a red route that would run north and south and a blue route that would run east and west. These routes were proposed as bi-directional loop routes. Which means busses would run both directions simultaneously and on a loop during the operational hours. Rebecca Bertrand and Donna Gurley expressed concern about the way the route would run through campus and discussion followed. This section of the route was left to be determined.

The hours of operation were proposed as follows: Monday through Friday from 6:15am to 6:45 pm, every 30 minutes and Saturdays from 7:45am to 6:45pm, with the hours of 7:45am – 10am running on the hour and after 10am running every 30 minutes. Some discussion of late night hours followed.

ADA compliance is being discussed and will be addressed at the next meeting.

Provided that all outside meetings go well, the next regular meeting was tentatively scheduled for Sept. 18th at 4:00pm with a 5:00pm public hearing to follow. This was scheduled in order to expedite the start-up timeline.

Fares

The fares were proposed by Tim Lett were as follows: \$1/ adult, \$.75 students (ages 6-18), \$.50 for Senior Citizens (55+) or disabled. Children under 6 years are free but must be accompanied by an adult. Transfers are free. Exact change is required. Reduced fare passes were discussed, but these programs will not be in place in the beginning. This will

most likely begin after the New Year. Options could include an unlimited rides pass or passes for a certain number of months.

Jack Howard stated that as of now \$87,000 in fares is needed for yearly operation. Emphasis was placed on the need for an even distribution of fares and pass rates as the success of the transit system is reliant upon financial responsibility. The commission discussed allowing riders free service for the first month of operation.

Bus Stops and Signs

Bus signs will eventually show phone number, route, times etc. At the time of the meeting 50 signs had been ordered. Ideally a sign would be accompanied by a shelter and trash can. The maintenance of the signs would fall to the responsibility of the transit system. The commission agreed upon a fixed stop system.

Kick-off Event

A kick-off event was discussed to introduce the transit system and busses to the community. Rebecca Bertrand discussed having a bus in the University homecoming parade on October 3rd.

Intern

The possibility of acquiring an intern was presented by Rebecca Bertrand. Jack Howard called for a motion. Rebecca Bertrand made the motion to ask permission from Robin Street for an intern from her Journalism 491 class. Donna Gurley Seconded the motion. With all voting yes, the motion was passed.

At this time Donna Gurley excused herself from the meeting.

Debate

Tim Akers reported that he told the Oxford Community Presidential Debate Steering Committee that the buses would be available for shuttle use. After that meeting it was determined that this may not be possible and inquiries were made to the FTA.

Uniforms

Tim Lett proposed that the uniforms of any employees of the transit service wear khaki pants and polo that would have the transit logo embroidered on the front.

Jack Howard asked for submission of corrections for the operation procedure.

Jack Howard made a motion to adjourn the meeting. George Price seconded the motion. With all voting yes, the meeting was adjourned.