



Oxford - University Transit Meeting

August 12, 2009

Members Present: Jack Howard, Donna Gurley, Carole Haney, George Price, Shannon Richardson and Jim Windham

Others present: Tim Akers, Tim Lett, Matt Davis, Frances Saralvarez, Melanie Addington (Oxford Eagle), Dick Burkepile

The meeting was called to order by Chairman Jack Howard.

The meeting agenda was approved.

The minutes for the June 29 and July 8, 2009 meetings were approved.

General Manager's Report

- Mr. Tim Lett from McDonald Transit presented the General Manager's Report for the month of July. It is the first time OUT experienced a loss in ridership since the bus service started, and this was due to an unusually high surge in riders during the month of June. The amount of ridership for the month of July was 15,738, which was 859 riders less than June, but it was 3,340 more than the month of May. Mr. Lett said it's nothing to be concerned about, but if the ridership ever drops 25% it would be something to question.
- There was one very minor accident where the mirror of one of our buses collided with another car. It was deemed the other driver's fault and all expenses to replace the mirror were covered by the other driver's insurance company. McDonald Transit measures accidents at 1.33 accidents per 100,000 thousand miles driven per bus. We only had 2 road calls, and 2 minor accidents since the start of OUT, and that is very good.
- The Blue Route serviced 64% of all passengers this month compared to 36% of passengers in the Red Route. The Blue Route is generally used by students for education purposes, and the Red Route is mostly used by passengers for medical purposes.
- OUT buses are detoured during Ole Miss football games. We will have detour signs ready to advise passengers that we do not drive through the University when football games are taking place. Mr. Windham suggested that OUT buses skip the Oxford Mall to avoid confusion for university game attendees who may be trying to go to the football games.

Planner's Report

- The reimbursement forms and reports are ready for the month of July. MDOT has requested mentioned forms and reports to be submitted within two weeks after the end of the month, and we are complying with that request.
- Mr. Akers mentioned he is currently working on a Budget Revision in order to transfer funds from one line item to another. This transfer of funds is necessary in order to be able to submit the reimbursement of invoices for communication equipment, insurance premiums and a computer purchase for the use of OUT Office Personnel.

There is a need to purchase a laptop computer for OUT's General Manager. This computer would enable Mr. Biggs to consolidate reports and information while having them available when needed.

- MDOT reimburses 80% of Administrative and Capital Expenses and 50% of Operation Expenses.
- There are 45 days left in Fiscal Year 2008-2009. Fiscal Year 2009-2010 starts in October 2009 and ends in September 2010.

Approval of Oxford University Transit's Drug and Alcohol

- OUT requested the approval of Transit Drug and Alcohol Program. MDOT has approved the program, which had been designed by McDonald Transit. Jack Howard called for a motion to approve OUT's Transit Drug and Alcohol Program. Carole Haney made a motion to approve which was seconded by and Mr. George Price. All voted in favor of the motion.

Discussion of McDonald Transit Associates Merger with RATP Development

- Mr. Tim Lett from McDonald Transit informed all those present in regards to McDonald Transit Associates merger with RATP Development. RATP wants to buy into McDonald Transit, but it does not want to take over. The contracts and procedures OUT has in place with McDonald Transit will not change. The only changes that will take place will be on the McDonald Transit Board of Directors. It was Mr. Lett's opinion that the merger would be a positive step for McDonald Transit making more funds available for McDonald Transit. The merger has not been finalized, but it is expected to take place soon.

Discussion of Service Expansion

- The acquisition of the new buses is expected to be completed by the end of the month, when we hope to have all the necessary documentation and procedures finalized in order for OUT to be able to retrieve the buses from Charlotte, North Carolina. The transfer of the buses is eminent, but the date the buses will be functioning is contingent upon delivery, maintenance, and other requirements that need to be in place before the buses start the new routes.
- Mr. Akers is inquiring if the cost involved in the transportation of the buses from Charlotte, NC to Oxford, MS would be reimbursed by MDOT.
- Mr. Ron Biggs is in the process of hiring new drivers.
- It was recommended that OUT has a meeting with the Pathways Commission to review the bus stops for the new routes.

Discussion of Comments from Public Hearing Regarding Proposed Fare Structure

- There were good suggestions generated from the Public Hearing. These suggestions will be discussed in more detail in future meetings.
- A passenger suggested having a special Family Package price. Mr. Lett said he did not know of any system that has a Family Plan but would investigate the idea.

There being no further business to come before the Commission, the meeting was adjourned by Commissioner Howard.