



## **Oxford - University Transit Meeting**

### **October 14, 2009**

Members Present: Jack Howard, Donna Gurley and George Price

Others present: Tim Akers, Tim Lett, Ron Biggs, Frances Saralvarez, Melanie Addington (Oxford Eagle) and Dick Burkepile

The meeting was called to order by Chairman Jack Howard, noting that there were not enough members present for a quorum.

#### **General Manager's Report - Mr. Ron Biggs**

- Mr. Ron Biggs reported that the total amount of ridership as of September 30, 2009 was 132,292 passengers for fiscal year 2008-2009.
- During the last week we had two buses out of service. One of the buses is still being serviced, but the cause is still undetermined.
- In reference to the fare implementation, we have been working on getting money counting machines. As Mr. Biggs passed a sample of our bus passes, he said they are being printed now. When a bus pass is sold, O.U.T.'s logo will be pressed down, and a letter will be stamped identifying A for Adult, D for Disabled, (etc).
- The fair structure was printed, laminated and will be placed on the side of the fare box. The exact fare is required; there will be no change given back to passengers and the drivers will not carry change with them. There will be signs posted on buses stating "Drivers do not give change"
- Frances and Ron are in the process of putting procedures in place to count the money.
- October 20th will mark the date when O.U.T. initiated service. The drivers have done an excellent job in making the bus system a success.

#### **Planner's Report - Tim Akers**

- The new buses ordered off of state contract could be delivered by December 2009 . The two Starcraft vehicles are similar to the ones we have now, but with gas engines. The two larger vehicles Apollos were also ordered in August and may be delivered in December.
- There are important decisions to be made in reference to choosing shelters and other bus stop amenities. We will have to discuss what style of shelters are selected with the University and others. The final decision will be made by the Commission. The solar power idea is something to investigate as well. GPS systems installed in shelters will need enough energy to operate. We need to take into consideration the highest concentration of passengers when deciding where shelters are to be located. We'll need to have a set of criteria in place.

- There are certain items that must go up for bid. For example, bike racks are less than \$10,000 and do not have to be bid, but shelters, benches and trash will.
- There should be another round of stimulus funding later during the year which we have applied for.

### **Service Expansion**

- Mr. Tim Lett began by informing the commission that 4 buses from Charlotte, NC were 60 miles west of Atlanta. The buses will be here in approximately 4 hours. Unfortunately 1 of the buses had to be left behind because it was not running properly. We'll send drivers to Georgia to pick up the bus left behind.
- The expansion is ready for implementation. We have a few minor changes that Mr. Lett will propose. We are planning on January 4th to initiate the expanded service.
- In reference to the buses in transit, they come equipped with bicycle racks. These buses were operational until 3 months ago, but the maintenance has been done, and we were provided with the maintenance records. Since the months of November and December have several holidays, and we need to train the drivers, January 4th would be a good time to start the new routes. It would be in time for Ole Miss' spring semester. The buses will carry 30 passengers seated and 45 to 50 standing.
- By the month of December, we'll could possibly have 13 buses total.
- The Commission thanked Mr. Tim Lett and all those involved for such a wonderful job.

The meeting which was originally scheduled for November 11<sup>th</sup> will be re-scheduled to November 18<sup>th</sup> (one week later) in order for Mr. Tim Lett to be able to attend.

Mr. Ron Biggs informed the Commission that approximately 3 weeks ago there was a benefit walk through the campus involving a large amount of people, which caused the buses to detour from their regular routes. Since we were not aware of this walk, we were not able to post signs advising passengers of the detour/delay; therefore, we had a couple of upset passengers.

There being no further business to come before the Commission, Chairman Jack Howard adjourned the meeting.