



Oxford - University Transit Meeting **December 9, 2009**

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

Others present: Tim Akers, Ron Biggs, Matt Davis, Frances Saralvarez, Melanie Addington (Oxford Eagle), Anne McCauley, David Long and Lynn Robbins

The meeting was called to order by Chairman Jack Howard.

The meeting agenda was approved.

The minutes for the October 14, 2009 and November 18, 2009 meetings were approved.

Bench and Shelter Design – Lynn Robbins

Mr. Lynn Robbins - Oxford Electric Department's Superintendent assisted the Commission by providing solar panel information to help them decide on a shelter design

- The possibility of solar power use was discussed. There are different issues to take into consideration if deciding to use solar power: such as trees which may be in the way, the option of placing panels on power poles, shelters designed in a way that solar panels could be placed on the roofs, etc.
- A meter might be needed for each shelter if electricity is used.
- We first need to look at the location of the shelters to determine what will be needed.
- We could consider lighting with motion sensors so the lights won't stay on all the time.

General Manager's Report - Mr. Ron Biggs

- Ridership went down in December as expected since we started charging. OUT transported 9,513 passengers and collected \$2,150.78 in fare boxes revenue and sold 37 monthly passes (\$915.00).
- The total of Ole Miss Students who rode the bus was 4,646.
- OUT is preparing to start the expansion in January, 2010. We are looking at locations where bus stops are going to be. We received approval letters from The Exchange Apartments and The Links allowing our buses to make stops on their property, and we are still waiting for Wal-Mart's approval.
- OUT is working with Tim Akers and Matt Davis to determine the locations where we can put shelters. In regards to shelters and bus stops at the University, those concerned have been notified, and they want to be a part of the decision making process as to where the stops will be located.
- In regards to Melanie's film festival request for promotional bus passes, Frances Saralvarez has designed a nice pass which has the dates when the festival will take place.

- OUT is training new drivers on the new routes and the Opus buses. The OUT mechanic is checking the buses to make sure they are in good working condition. The big buses will be on the Blue Route within two weeks. The drivers will choose the run-cut he or she may want according to seniority. The drivers for the Opus buses are required to have a class B Driver's License with Air Breaks, and Passenger Endorsement.
- The expansion routes will be Yellow, Green and Orange. The schedules with the maps have been completed. The Blue Route will operate an additional two hours Monday thru Friday. The next set of maps and schedules will be printed with the stops on the maps. The stops on campus are not yet determined.

Planner's Report – Tim Akers

- Mr. Akers talked to the Enrollment Office at Ole Miss and was informed that a student orientation is scheduled for January 19, 2010. O.U.T. plans to have a table at orientation to brief parents and students about OUT and pass out information/schedules to the students. We are making small information cards to pass out.
- Ole Miss has been billed for the month of November based on a formula based on estimated student and total ridership.
- Mr. Akers presented a draft of guidelines for promotions and promotional request. He also discussed draft guidelines to determine the location of bus stop amenities such as: shelters, trash cans, benches, etc. Exceptions to the amenities guidelines included: excess cost for installation, lack of right-of-way, and ADA noncompliance. The policy is to install amenities at the stops with the highest ridership.
- In reference to the shelters, Mr. Akers has attempted to contact an individual who may be interested in designing shelters for the downtown. We are proposing 2 shelters facing each other at the downtown bus stop.
- Mr. Akers has narrowed down the shelter design. We will contact the Court House Square Preservation Commission to discussing the proposed downtown shelter design. Shelter designs will first be approved by the OUT Commission before being presented to the Board of Aldermen.

There being no further business to come before the Commission, Chairman Jack Howard called for a motion to adjourn the meeting.

Commissioner Carole Haney made a motion to adjourn.

Commissioner Shannon Richardson seconded the motion.

With all voting yes, the meeting was adjourned.