



Oxford - University Transit Meeting **January 13, 2010**

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

Others present: Tim Akers, Ron Biggs, Matt Davis, Frances Saralvarez,

Melanie Addington, Camp Best, Dick Burkepile, Anne McCauley and Mike Mousing

The meeting was called to order by Chairman Jack Howard.

The meeting agenda was approved.

The minutes for the December 9, 2009 meetings was approved.

Mr. Howard started the meeting thanking all those present; specially, the new attendees.

General Manager's Report - Mr. Ron Biggs

The General Manager started his report by wishing everyone a happy new year.

- We did start the expansion on January 4, 2010 with just a few glitches. Service was a little slow, but it continues to improve each day as the students start coming back to town. Our ridership for the month of December decreased a little to 7,016 passengers. The fare-box revenue was \$1,824.50 and monthly passes \$420.00.
- As we discussed, we made 35 bus passes to give to the film festival coordinators to be used starting February 4th thru February 7th. Frances designed the passes, and we are ready to hand them out.
- In order for passengers to get a disabled fare price or to purchase a monthly bus passes, we ask them to come to our O.U.T. office where they are provided with a picture ID. They are required to bring paperwork stating they are disabled. Not all the passengers are physically disabled, but as long as they have documentation, they are eligible for the discounted fare.
- In reference to the new routes, we are using two large Opus buses in the Green Line, and it runs Old Taylor Rd. every 15 minutes from 7:00 AM to 2:00 PM. After 2:00 PM we run 1 bus every 30 minutes. There are no problems physically turning around at our turn-around points.
- The bike-racks are being installed, and there is no problem loading or unloading the bikes on the racks.

Planner's Report – Tim Akers

- Reimbursement Report – There appears to be no problems with the budget.
- At our last meeting we talked about a general amenities policy, which are the policy guide-lines for where we will locate shelters, benches, etc. and a promotion request policy.

OUT Promotion Request and Amenity Guidelines

Promotional Requests

The value of the promotional request will equal or exceed the cost of honoring the request and the request will generally promote transit in the community.

Bus Stop Amenities

Bus stop amenities will be based on the volume of ridership at the stop with the stops with the highest ridership eligible for shelters. Exceptions will include excess cost associated with amenity installation, provision of ADA accessibility, and right-of-way acquisition. If an exception applies, the amenity may be placed at the next stop with the next highest ridership.

Mr. Howard called for a motion to adopt the “OUT Promotion Request and Amenity Guidelines”

Carole Haney made the motion and Donna Gurley seconded the motion.

- The shelters we are considering are approximately \$4,000 per unit. They will come equipped with a map and/or schedule holder. The shelters measure 5’x10’ and may have front wind screens.

Mr. Howard called for a motion to “Forward the Shelter RFP to the Board of Alderman for permission to advertise”

George Price made the motion and Shannon Richardson seconded the motion

- Lynn Robbins talked to us in our last meeting about installing solar panels, and he thinks it will not be a problem. We did look at incorporating the solar panels into the original design, but it was too expensive. The shelters come without lighting, but we would like to add in the future lighting, digital read-out and GPS tracking (as long as the budget allows us). Solar panels can be added later.
- We are making plans to be at the orientation at Ole Miss, and we’ll be handing out information post cards. We ordered 1,000 post cards to be printed. The card will have a system map on one side of the post card and on the other side general information. (Post card was distributed to Commission members)
- In reference to the letter of support for a request for transit funding from Congress: Tim Lett obtained the 5 Opus buses from Charlotte which have only two years remaining of useful life. The request to congress would be \$750,000 in 5309 funds to procure 2 new buses.

- Mr. Howard called for a motion to “ approve a resolution supporting the City’s request for Section 5309 funds to procure two new buses”

Jim Windham made the motion and George Price seconded the motion.

General Comments

- Mr. Camp Best, student and citizen – We want very much for O.U.T. to be successful. It is critical that we have an efficient, well-run and productive transit system.
 - Mr. Best was inquiring about the possibility of the buses running north on South Lamar. Response by Mr. Jack Howard: This issue had been discussed previously, and it’s an asset allocation problem. Mr. Tim Lett from McDonald Transit said in previous meetings that taking into consideration the assets we have and to try to reach as many potential passengers as possible, in some instances, going both ways on a main street was counterproductive.
 - Mr. Best also mentioned the stops that are marked in the map with dots do not coordinate with time listed on the schedule. There are only a few of the stops listed on the schedule. Response by Mr. Jack Howard: Since there are so many stops, it would be cumbersome and overwhelming to look at the schedule if all the stops were listed on the schedule.

Mr. Burkepile also participated by saying he appreciate the expansion. It would be great to add a route going to shopping areas such as Belk - Home Depot to Wal-Mart and back to the Student Union.

Response: Unfortunately we are limited to the number of buses and funds we have available, but it’s something to keep in mind.

Mr. Biggs mentioned he would be closely monitoring the first week when the students came back. The buses will run on Martin Luther King.

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

Commissioner George Price made a motion to adjourn.

Commissioner Shannon Richardson seconded the motion.

With all voting yes, the meeting was adjourned.