



Oxford - University Transit Meeting **March 10, 2010**

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

Others Present: Tim Akers, Tim Lett, Ron Biggs, Matt Davis, Frances Saralvarez, Dick Burkepile, Anne McCauley, Melanie Addington, Kristy Bridgers and Charity Scott.

The meeting was called to order by Chairman Jack Howard.

The meeting agenda was approved.

The minutes for the January 13, 2010 meeting were approved.

Commissioner Donna Gurley made a motion to approve the minutes and Commissioner Carole Haney seconded the motion.

The minutes for the February 10, 2010 meeting were approved.

Commissioner Jim Windham made a motion to approve the minutes and Commissioner Carole Haney seconded the motion.

The minutes for the February 12, 2010 special meeting were approved.

Commissioner Jim Windham made a motion to approve the minutes and Commissioner Carole Haney seconded the motion along with Commissioner Shannon Richardson.

Mr. Howard started the meeting thanking all those present and introducing Ms. Kristy Bridgers from Interfaith Compassionate Ministry.

Interfaith Compassionate Ministry - Kristy Bridgers

- Interfaith Compassionate Ministry would like to request assistance from O.U.T. to help transport low-income passengers. They would like to get a certain amount of passes at a discounted price to assist people who may not be able to afford the bus fare. They would be happy to start with 10 monthly passes for adults and 10 for children, but they would be happy with any help. The passes could be issued by the person who runs Interfaith Compassionate Ministry or Kristy Bridgers.
- Ms Bridgers said that Win Job Center could also benefit from something like this. There are people who cannot go to GED classes, because they don't have the \$1.00 for the bus fare.
- The Commission mentioned that rather than making a motion today, we'd like more information.

General Manager's Report - Mr. Ron Biggs

- Mr. Ron Biggs informed that ridership for the month of February increased to 16,504 riders out of which 12,348 were Ole Miss Students. We sold \$2,305 in monthly passes

Mr. Burkepile made a request to change the terminology from Elderly to Senior Citizen.

Planner's Report – Tim Akers

- We are ready to procure 20 shelters. We have marked the location for the shelters on a map, where we believe the shelters should be installed.
- We received 3 responses to our RFP of which one was not responsive. Duo-Guard Industries was selected as the most responsive, responsible offeror. The bids included quotes with windscreen and without.
- There is \$150,000 allocated on the grant. We'll be spending \$73,720 in the purchase of the 20 shelters. Mentioned shelters will not have partial front windscreen but will be graffiti resistant in order to prevent vandalism. They also come equipped with map holders.
- There was a meeting with the university to discuss the shelters and the location of bus stops. They are currently working on the location and design of shelters. There should be enough money in the grant to accommodate the requirements.
- It will take between 8 to 12 weeks for shelter delivery. The shelters should be installed this summer. The city will have the task of installing the shelters.

Discussion of Bus Stop Signs – Tim Akers

- Each bus shelter and stop sign will have a trash can.
- We will purchase benches for the stops without shelters, which will come out of \$20,000 budgeted for bus stop material.
- We are seeking a grant to acquire GPS for the buses, and we will be pursuing that next month.
- We will have maps at the shelters to provide route/schedule information.
- The shelters will be installed in locations prioritized by number of riders. Secondary issues to consider when selecting shelter location are right-of-way, ADA accessibility, and underground utilities.

Discussion of Employee Benefits - Tim Lett

- Mr. Lett mentioned that one of the most difficult challenges faced 17 months ago was putting together a good Employee Benefit program. Mr. Lett said he worked hard on employees not having to pay for insurance. O.U.T.'s employee's insurance is close or identical as to what the city offers their employees.
- The commission was reminded that next year's budget included a salary increase based on merit.
- The current budget does not allow for sick pay for employees. When an employee takes off, we have to bring another driver, and it is usually over time.
- In this industry, the standard is that the majority of systems offer paid leave with a number of sick time accumulated up to a capped number of hours.
- Mr. Lett continued saying "we would love to implement sick time if we can come up with a way to pay for it."
- An estimated cost of offering pay leave for employees will be prepared for the FY 2010-11 budget.
- Most run-cuts are set up 8 hours a day with a few exceptions.

Discussion of Green Week - Anne McCauley

- Green Week will take place from April 19th thru April 23rd
- One day will be specifically for transportation.
- Ole Miss would like to have O.U.T. presence in order to help promote the use of the bus system and to teach students how to ride the bus. Ms. McCauley requested that one of the buses be parked on campus during transportation day.
- Ole Miss is also promoting a commuter challenge, as well as a personal challenge to maybe a pledge to leave their car at home at least one day a week.
- There will be a table for O.U.T. materials by the Turner Center and some volunteer students will hand out route maps.

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 Carole Haney seconded the motion.

With all voting yes, the meeting was adjourned.