



Oxford - University Transit Meeting

June 9, 2010

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

Others Present: Tim Akers, Ron Biggs, Frances Saralvarez, Richard Brooks, Dick Burkepile, Emily Henson, Jermaine Jackson and Corey Washington

The meeting was called to order by Chairman Jack Howard.

The meeting agenda was approved.

The minutes for the meetings on April 14, 2010 and May 12, 2010 were approved.

Commissioner Jim Windham made a motion to approve the minutes and Commissioner George Price seconded the motion.

General Manager's Report - Mr. Ron Biggs

- Ridership for the month of May dropped considerably to 9,592 passengers due to the majority of University Students being on vacation. We project to have approximately 9,000 to 10,000 riders in the month of June. Total revenue for the month of May was \$2,358.00 out of which \$1,878 were for passenger fares and \$480 for monthly passes sold.
- Mr. Biggs presented the commission with a new proposal for the Fall Bus Schedule with extended hours.

The weekday schedule will run as follows:

- The Blue Line will run to 8:35 PM with a bus every 30 minutes.
- The Red Line will run to 7:50 PM with a bus every 30 minutes.
- The Green Line will run to 6:55 PM with three buses during peak time in the morning running every 10 minutes.
- The Yellow Line will run to 7:10 PM with a bus every 30 minutes.
- The Orange Line will run to 6:25 PM with a bus every 30 minutes.

Saturday Schedule will run as follows:

- The Blue and Red Lines will run every 1 hour.

We currently transport approximately 150 to 200 passengers on Saturdays; therefore, it is not feasible to run 4 buses on that day.

- The Green, Yellow and Orange Lines do not run on Saturdays.

- OUT has been working extensively with the University to draw a plan for students and faculty to be able to park in the MDOT lot. We are making a proposal to run service every 10 minutes into mentioned lot.
- We have added the Sterling Apartments, which is now University Trails Apartments to the Green Route. The Service starts at the Exchange Apartments, and we now stop at University Trails Apartments going and coming back. Since there will be a large volume of riders, we will install a shelter at mentioned apartments.

- As a result of our meeting with the University, two shelters will be installed. One of the shelters will be 24 feet and it will be located off of Jackson where we go in, and the other one will be 15 feet located at the turn around. They will have solar panels for lighting. We had a slight problem with traffic on Taylor Road; therefore we came up with the decision that in order to provide service to the MDOT lot, there will need to be a policeman on peak times to direct traffic at the intersection of the MDOT lot and Old Taylor Road. Commissioner Windham stated that there are approximately 900 spaces at the MDOT lot.
- After the new bus schedule for the fall gets finalized, the Daily Mississippian will run an article for the public to be aware of the changes.
- We received 10 benches and 20 garbage cans we purchased from the Mississippi State Prison System. We are waiting for the shelters to come in the week of the 19th of July. We will try to set the foundation ahead of time so that when the shelters come in, we'll just have to set them up.
- Mr. Biggs informed the commission that O.U.T. is in possession of 3 of the 4 new buses purchased by MDOT. 1 of the Apollo buses was not ready for delivery; therefore we only picked up the 2 Starcraft buses and 1 Apollo bus. The Starcraft buses look just like the buses we have been running, but they are smaller. We are making plans to train the Bus Operators in the Apollo buses.
- Ron Biggs and Frances Saralvarez will be attending the MDOT Summit, which will take place on June 22nd and 23rd, as well as a mandatory Drug and Alcohol Management Training in the month of July, and both will be in Jackson, MS.
- Two of the Opus buses have been taken out of commission. The air conditioner system in one of the buses is not working, and the other one has costly mechanical problems.

Planner's Report – Tim Akers

- We will be making a Budget revision in the month of July; we will be moving money from one line item to another.
- We found a supplier where we could purchase the tokens we have been discussing in our previous meetings. The token is metal and bigger than a quarter; on one side it has the picture of a trolley, and in the other side it has written "1 Ride Token – Non-refundable – No Cash Value"
- We have good news from MDOT! They have given us the OK to continue with the purchase of the GPS equipment and security cameras.
- With the GPS system we will be able to provide real time information on cell phones and some of the shelters.
- The cameras will be installed in the buses for security reasons, and to see how the drivers are doing. If there is an incident on the bus, we will have it on video.

Discussion of Student Liaison

- Corey Washington submitted a letter of recognition and continuity for the position of Student Liaison to the commission written by Thomas "Sparky" Reardon, Assistant Vice Chancellor for Student Life and Dean of Students.

Commissioner Donna Gurley made a motion to approve the position of Student Liaison with non-voting rights and Commissioner George a Price seconded the motion. They all agreed with a unanimous voice.

- Mr. Corey Washington was the first Student appointed to the Student Liaison position, and a successor will take his place when Mr. Washington's term ends as the Director of Transportation for the Associated Student Body.

Renewal of McDonald Transit Contract

- On August 6, 2008, we hired McDonald Transit Associates, Inc. to manage and operate Oxford/University Transit. The terms of the contract were for two years with two 1 year options. The second year will expire in August 2010. Over the four year term of the contract, compensation increases by 2.8%. Eighty percent of management cost is eligible for reimbursement from the MDOT and the remaining 20% is shared evenly by the city and the university. For example, 80% of the \$480 increase in the compensation for the first year option is reimbursed by MDOT (\$384) and the remaining \$96 is shared by the city and the university (\$48 each).
- There have not been any changes in McDonald Transit after RATP Group has taken controlling interests in the company.

Chairman Jack Howard called for a motion to extend the contract with McDonald Transit with a first year option and present it to the Board of Alderman. Commissioner Jim Windham made the motion and Commissioner Donna Gurley seconded the motion. All agreed.

Discussion of Fall Schedule

- Mr. Biggs presented a schedule with extended hours for the fall.
- The extra hours to cover the extended hours, which are to start in the fall, have been included in the budget for FY 2010-2011. It is going to take 14 Bus Operators to drive the buses. Since we cut down the hours for the summer, we will have enough in the budget to end this fiscal year.
- The Orange route, which service was discontinued for the summer, will continue to operate in the fall.

Commissioner Donna Gurley made a motion to approve the fall schedule and Commissioner Carole Haney seconded the motion. None opposed.

Open Discussion

- Mr. Richard Brooks would like to request a change in the Blue Route east bound. He requests that the buses go into the Kroger parking lot. He mentioned that passengers wishing to go to Kroger have to ride all the way to Brittany Woods and stop at Kroger on their way back. The commission informed those present the issue has been discussed extensively in past meetings. One of the main issues O.U.T. does not service Kroger and Big Star is safety.
- The commission and the General Manager would like to accommodate passengers going to Kroger and Big Star. Mr. Biggs looked into the possibility of changing the location of the stop sign, which is currently located by McDonalds and placing it on the other side of the shopping center's entrance, but it is not possible due to the property being MDOT right-of-way.
- The commission would endorse for the buses to go into the Kroger parking lot and proceed through the first street in the parking lot that goes next to the Bank and keeps going to the next exit near the gas station. The General Manager mentioned he would study it further.

- Mr. Brooks also asked if the hours could be extended to midnight to accommodate people who may have evening jobs. The commission stated that O.U.T. would like to extend the hours of service to late hours, but budget constraints prevent it.

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

Commissioner Donna Gurley moved to adjourn the meeting and Commissioner George Price seconded the motion.