



Oxford - University Transit Meeting

December 08, 2010

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

Others Present: Tim Akers, Tim Lett, Ron Biggs, Matt Davis, Frances Saralvarez, Melanie Addington, Dick Burkepile and Errol Castens.

The meeting was called to order by Commissioner Donna Gurley.

The meeting agenda was approved.

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

General Manager's Report - Ron Biggs

- Mr. Biggs informed the Commission that O.U.T. transported 35,298 riders in the month of November. The total amount of monthly passes sold was \$485.00 and fare box revenue \$2,342.50 for a total of \$2,827.50.
- Most shelters and trash cans have been installed.
- The buses went into Big Star's parking lot for a short period of time this month, but O.U.T. felt it was not safe to continue the service.
- Mr. Biggs informed the Commission how the process worked for getting disability monthly passes. The passenger brings an official document from a Doctor or Government Agency confirming disability status. O.U.T. will issue a disability ID card, which the passenger can use to purchase monthly passes at disabled price or pay the discounted price when boarding the bus.
- Mr. Biggs informed the Commission that he has been working on the employee's merit increases. The pay will be retroactive to October 1, 2010.
- The bus stops at the Student Union were relocated. The East bound ridership has been slightly affected, because it is too far from the Student Union. The West bound ridership is averaging the same amount of riders.

Planner's Report – Tim Akers

- Mr. Akers informed the Commission that O.U.T. received a call from MDOT informing us they have 4 (45 passenger) new buses, which they have available to give away. We chose to accept two of the buses with the option of getting the other two if no other agency wants them. Mentioned buses are part of the ARRA package; therefore there is no procurement cost.
- We are in the process of approving the design of the new O.U.T. maintenance facility. Construction should start by fall of 2011 with completion in the spring of 2012. The site for the new building is on McElroy Drive next to the Animal Shelter.
- We are currently discussing with University staff the design of the bus shelters to be installed on the University campus. The University has suggested that they keep the same design as the other shelters around town in order to be consistent. The shelters may need to be larger than the shelters already installed.

Budget Discussion

- We had committed to provide the Commission with the budget at an earlier date. Typically we don't receive the grant package until the middle of January, and it is due in February. In previous years, we waited to receive the grant package to start the application process, thus not giving us enough time to discuss it.
- Mr. Akers presented the proposed FY 2012 budget. Primary budget line item increases were for the GPS service charge and increases in insurance and fuel. Mr. Akers stated that in order to maintain the same budget level from the previous year, there will have to be some primary service changes starting in October 2011. The changes are that the Orange Route will be eliminated and service will end at 6:15 PM instead of 8:00 PM.

Commissioner Jim Windham called for a motion to approve and adopt the FY 2012 Budget. Commissioner George Price seconded the motion. All agreed.

There being no further business Commissioner Donna and upon a motion by Commissioner George Price, seconded by Commissioner Carole Haney, the meeting was adjourned with unanimous yeas.