



## **Oxford - University Transit Meeting**

**April 13, 2011**

**Members Present:** Mike Black, Donna Gurley, George Price and Jim Windham

**Others Present:** Tim Akers, Ron Biggs, Frances Saralvarez  
Melanie Addington, Dick Burkepile, and Linda Christian.

**The meeting was called to order by Chair Donna Gurley.**

**The meeting agenda was amended to change item No. 7 Approval of Maintenance and Operations Facility Design to Discussion of Maintenance and Operations Facility Design. The Agenda was approved with the change on item No. 7**

***Chair Donna Gurley called for a motion to approve the amended agenda; Commissioner Jim Windham made a motion and Commissioner George Price seconded the motion.***

**The minutes for the March 9, 2011 meeting were approved.**

***Chair Donna Gurley called for a motion to approve the minutes; Commissioner George Price made a motion and Commissioner Jim Windham seconded the motion.***

### **General Manager's Report - Ron Biggs**

- Mr. Biggs informed the Commission that ridership for the month of March was 36,054. Monthly revenue from passes sold was \$545.00, and the fare-box revenue was \$2,859.00 with a total of \$3,404.00. This amount is slightly higher in comparison to our previous months. Ridership for the previous year from March 2010 to March 2011 was 323,283. Revenue from March 2010 to March 2011 was \$76,874.56 along with the University's contribution.
- Mr. Biggs received several calls asking if ridership has increased due to higher gasoline prices. Mentioned prices may be the reason for the slight increase in revenue.
- The cameras on the buses have proven to be valuable. On several instances, the cameras have capture incidents revealing whether certain claims have been true or false.
- The new buses are running on the Green Route allowing all passengers to board the bus during rush hour, and being able to sit down.
- When school is out during the summer, we will run reduce service and use the most fuel efficient buses.

### **Planner's Report – Tim Akers**

- Mr. Akers informed the Commission that Ron Biggs went to the 6<sup>th</sup> Annual Drug and Alcohol Conference, which took place in St. Louis, Missouri.
- O.U.T. attended the Annual MPTA Rodeo in Choctaw, Mississippi. The Rodeo is a bus competition where Agencies all over the state compete in different events. Two of our drivers participated in the Rodeo, and they performed well.

- People have been placing signs and notices on the shelters. Ron Biggs has been driving around removing signs from the shelters; the bus drivers will inform dispatch when signs are placed on shelters.

### **Discussion of University Shelters**

- The Vice-Chancellor of Students is now in the process of making contact with Facility Planning to try to have shelters installed at the University. The members of the University Transit Commission do not have the authority to decide where the shelters would be placed on Campus. The proper procedure is to go through the Facilities Department for them to decide where the bus shelters would be placed. We hope to have an answer before the available funds expire.
- Once the University authorizes the installation of the Shelters, we will be required to request new bids. The University will also have to decide the capacity and style of the shelters.

### **Discussion of Maintenance and Operations Facility Design**

- The front of the building will be re-designed to comply with the city ordinance which specifies that the front of a building facing the street has to have a front façade.
- The maintenance area design is complete, but there were changes made in the interior office area.
- We are in the process of meeting certification requirements of the building. The building's design was inspired by the design of our shelters. We are still over budget and are currently making the necessary adjustments in order to stay within the budget.
- We expect to start requesting bids for construction in the summer.

### **Open Discussion**

- We have received calls in reference to extending service on Anderson Road pass Heritage Road. Since a traffic light was installed in Jackson and West Oxford Loop and there is demand for service in that area we will discuss the possibility of extending the Yellow Route.
- O.U.T. received a request to post advertising inside the buses. After posting an RFP notice in the newspaper requesting if someone wanted to manage the sale of the advertising, no response was received. We will ask the company who contacted us to submit a proposal.
- Mr. Burkepile asked if fuel tanks would be installed in the facility. Mr. Biggs informed him there is no plan to install fuel tanks, and that we expect to continue using Fuelman.
- Mr. Burkepile asked if O.U.T. has conducted a marketing study on the community to use as a base for future expansion of the system. He also commented that Senior Citizen ridership has increased slightly, but he would like to see more seniors using the system. Mr. Akers explained that marking plans were completed as part of the start up operations. In addition, the commission has discussed future plans for expansions such as service to the new High School and the new Hospital when they are built. We continue to work hard to improve the system and to make it more attractive and convenient for riders. The GPS has enhanced the efficiency of the system. The security cameras give riders a feel of security in the bus.

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