



Oxford - University Transit Meeting

December 14, 2011

Members Present: Carole Haney, Jim Windham, Mike Black and Shannon Richardson

Others Present: Tim Akers, Tim Lett, Ron Biggs, Ron Hipp and Shamekia Lowe

The meeting was called to order by Commissioner Carole Haney.

Commissioner Carole Haney called for a motion to approve the agenda; Commissioner Jim Windham made a motion and Commissioner Shannon Richardson seconded the motion.

Commissioner Carole Haney called for a motion to approve the minutes for the November 9, 2011 Commission meeting; Commissioner Jim Windham made a motion and Commissioner Mike Black seconded the motion.

General Manager's Report – Ron Biggs

- Ridership for the month of November was 42,540. Monthly revenue from passes sold was \$640.00, and the far-box revenue was \$2,012.00 with a total of \$2,652.00.
- Mr. Ron Biggs informed the Commission that he had spoken with the management at Wal-Mart and it was decided to move bus stops from in front of Wal-Mart. Two shelters were set up on the east side of the building.
- Commissioner Haney asked how the revenue and ridership differ from the previous month. Mr. Biggs informed the Commission that the ridership was down for the month of November due to the Thanksgiving Holiday break.

Planner's Report – Tim Akers

- Mr. Tim Akers wanted to point out that from fiscal year Oct. 1, 2010 – Sept. 30, 2011 that \$26,209.00 was unspent and left over from the budget. He commended Mr. Biggs and OUT for doing a good job on budgeting and allocating cost.

Discussion of new service from The Lyceum to The Square

- Mr. Akers introduced Mr. Ron Hipp to discuss the vision of the Downtown Parking Advisory Commission and how transit could fit into it.
- Mr. Hipp suggested a lunch service from The Lyceum to The Square from maybe from 11 am to 2 pm for students, faculty members, and employees of The University that wanted to go to the Square during their lunch hour.
- Mr. Hipp also discussed a proposal for a shuttle service from Oxford to the airport in Memphis. Commissioner Windham and Mr. Tim Lett informed Mr. Hipp that since the system is funded by MDOT, it was not possible to operate a shuttle service to the Memphis airport.
- Mr. Akers brought up that it had been some discussion about a circulator downtown. He talked about the possible long term solutions for congestion and parking problems involving transit. He also added that people park at the old Oxford mall and ride a shuttle to the square.
- Mr. Ron Hipp discussed the issue of employees of the Square parking a block or so away from the Square to make it easier for the consumer.
- Mr. Akers added that numbers had been run for the new service from The Lyceum to The Square from 11am-2pm M-F, while school is in session and it came to about \$22,000 a year which is above and beyond the current budget. Mr. Lett added that the key to the new service working is frequency and a 30 minute cycle is not frequent enough. Mr. Lett added it would have to be a regular route with regular fares

following all federal transportation rules. Service would have to be offered to everyone and not only the university.

- Mr. Ron Hipp added that the Parking Advisory Commission discussed the possibility of a parking facility and a bus transfer center on Jackson Ave behind City Hall.

Discussion of Saturday Service

- Mr. Tim Lett started the discussion with the international students requesting additional services. Mr. Biggs and the OUT team came up with a design where the bus will run from Old Taylor Rd through campus to Anderson Rd to Wal-Mart. Mr. Lett, Mr. Akers and Mr. Biggs are proposing that the purple line only run when the entire service is running.
- Mr. Lett informed the commission that budgeting for 21 Saturdays starting January 28th through the end of May, based on the scenario it is feasible with the existing budget.
- Mr. Lett discussed the low ridership to and from the Links. After notification has been given, Mr. Lett recommended that the Blue Extension service to the Links not be reinstated next fall.
- Commissioner Haney asked if the Purple Line for Saturday services be started on a trial bases to see what kind of ridership that it would have. Mr. Lett did agree in wanting to start in the spring semester for a trial.
- Mr. Lett addressed the Commission on behalf of OUT to get approval to implement the Purple Line for the spring semester as a trial.

Commissioner Haney called for a motion to approve the implementation for the Purple Line for Saturday services; Commissioner Jim Windham made a motion and Commissioner Mike black seconded the motion.

Discussion of Fiscal year 2012-2013 Grant Application Schedule

- Mr. Tim Akers informed the Commission that the budget is being prepared and by the January meeting the budget will be presented for approval.
- One anticipated area for the budget increase will be the procurement of maintenance equipment for the new transit facility.
- Mr. Lett is putting together a list of equipment that will be reflected as a capital item and could be as high as \$100,000.
- Mr. Akers informed the Commission the other budget increase will be reflecting a shuttle service from The Lyceum to The Square.
- Mr. Akers updated the Commission that the transit facility will be on the next Board of Aldermen agenda for permission to advertise for construction. The construction documents are 85% complete.
- Mr. Akers informed the Commission that the construction cost would be a little over a million dollars. He also discussed the schedule on the new building with a project completion for Jan 2013. The address for the new building is 409 McElroy Rd.

There being no further business before the Commission, Commissioner Carole Haney adjourned the meeting with unanimous yeas upon a motion by Commissioner Jim Windham and seconded by Commissioner Shannon Richardson.