

TRANSIT COMMISSION MINUTES

November 30, 2012

Attendees: Sara Anees, Erin Howard, Mary Murphy, Kait Perry, Carlye Yanker, Jane Tuttle, Hannah Bolton, Michael Graham, Matt Maddux, Robert Nugent, Mike Sweeten, Jeremy Stacy, Tomas Lindheimer, Marcus Tetwiler, Donna Hultine, Danny Kaiser, and Margretta de Vries.

The meeting was called to order at 3:32 p.m. Anees made a motion to approve the minutes from November 9, seconded by Yanker. The minutes were approved with no objection.

Reports

Staff

Kaiser reported that the Applied English Center would change to paying for one additional trip on route 29 to take the place of its 2-hour-minimum charter each day. Information will be included with the finals week email, and posted on the buses on that route.

Tetwiler reported that staff had begun work on a new coordinated Request for Proposals (RFP) with the City. Although we have two separate contracts, combining the RFP and having two contracts under a single RFP would help to have the most efficient use of funding possible.

Ridership

There was discussion about ridership being down 1.1% overall.

Old Business

Manual

In Article 7, Kaiser explained that the inventory of university-owned vehicles has been moved to Appendix E, and that federally funded vehicles are actually city-owned, but in the list because they are used by the university. Howard made a motion to approve Article 7 as offered, which was seconded by Murphy. The motion passed without objection.

Kaiser explained that Article 8 relates to Contracts and Purchasing procedures. These procedures are now governed by the university's Purchasing department, and we've removed all text that refers to their policies and procedures. Anees made a motion to approve Article 8 as offered, which was seconded by Yanker. The motion passed without objection.

Article 6 deals with financial and budget issues. Due to major changes being done within the university's financial systems and procedures, staff will not offer Article 6 for revision until the new procedures are finalized and can be incorporated.

Meeting Schedule

There was also discussion about the meeting schedule for the Spring Semester, and Perry said she would work with de Vries to send out a Doodle by the end of the semester.

The meeting adjourned at 4 p.m., and was followed by a tour of the Transit Facility.