



Transit Board Meeting  
**AGENDA**

**AMES TRANSIT AGENCY  
BOARD OF TRUSTEES**

**CYRIDE CONFERENCE ROOM – November 30, 2022**

1. CALL TO ORDER: 4:00 p.m.
2. Approval of October 26, 2022, Minutes
3. Public Comments
4. Free Rides on Election Day
5. Rate Setting Resolution
6. Memorandum of Agreement with Iowa Department of Transportation for Shared Space
7. Facility Expansion – Discussion
8. Monthly Report
9. Fall Meeting Dates / Times
  - December 21, 2022, 4:00 p.m.
10. Adjourn



**October 26, 2022**

**AMES TRANSIT AGENCY BOARD OF TRUSTEES**

The Ames Transit Agency Board of Trustees met on October 26, 2022, at 4:00 p.m. in the CyRide Conference room. President Jeffrey called the meeting to order at 4:00 p.m. with Trustees Beatty-Hansen, Ludwig, Norton, Schainker, and Schnepf present.

**APPROVAL OF SEPTEMBER 28, 2022, MINUTES:**

Trustee Ludwig made a motion to adopt the September 28, 2022, Transit Board minutes as presented; Trustee Beatty-Hansen seconded the motion. (Ayes: 6 Nays: 0) Motion carried.

**PUBLIC COMMENTS:**

None.

**FARELESS TRANSIT STUDY FINAL REPORT AND PRESENTATION:**

Peter Soderberg with Nelson\Nygaard Consulting Associates presented their study of Fareless Transit and CyRide. Nelson\Nygaard's report covered the existing conditions at CyRide, peer review and best practices, an evaluation of a systemwide zero-fare scenario, and evaluations of partial zero-fare scenarios based upon low-income, age, and time/day. A discussion was held among board members regarding the study's findings with questions directed at Nelson\Nygaard.

Director Neal recommended approval of Alternative #1. Deferring consideration of zero-fare scenarios until ridership stabilizes would allow CyRide to conduct a comprehensive systemwide recalibration study to fully determine the costs associated with zero-fare and the changes to the system CyRide would need to make to help accommodate it.

Trustee Ludwig made a motion to approve Alternative #1; Trustee Norton seconded the motion. (Ayes: 6 Nays: 0) Motion carried.

**2023 HVAC IMPROVEMENTS PLANS AND SPECIFICATIONS:**

Director Neal requested approval of plans and specifications for CyRide's 2023 HVAC Improvement project, which includes replacing equipment in the body repair bay, paint booth, and tire repair area. The cost estimate for this portion of the project is \$452,770, which is higher than the available PTIG funding; however, there is local grant match and carryover from the 2022 HVAC Improvement project funds available. Bids would be due for the project on December 14, with results reported at the December Board meeting.

Director Neal recommended approval of Alternative #1. Accepting the plans and specifications would allow CyRide to replace obsolete equipment with modern, energy-efficient alternatives and improve the employees' working environment.

Trustee Schainker made a motion to approve Alternative #1; Trustee Ludwig seconded the motion. (Ayes: 6 Nays: 0) Motion carried.

**RECONDITIONED REPLACEMENT ENGINE AWARD OF CONTRACT:**

Director Neal requested approval to award of contract for the purchase of replacement engines. CyRide has eleven 40' buses that are ten years old with an average mileage of over 280,000 miles and need new engines due to excessive crankcase pressure due to cylinder wear, with three of the buses currently mechanically unsound. Maintenance personnel determined the best course of action would be replacing the engines with reconditioned ones. CyRide, in coordination with the Purchasing Department, issued a request for quotation (RFQ) #2023-067, and MHC Kenworth was the lower bid.

Director Neal recommended approval of Alternative #1. Approving the award of contract for the purchase of three reconditioned engines to MHC Kenworth would allow CyRide to make necessary repairs and keep those buses in a state of good repair, which the Federal Transit Administration requires.

Trustee Schainker made a motion to approve Alternative #1; Trustee Ludwig seconded the motion. (Ayes: 6 Nays: 0) Motion carried.

**MONTHLY REPORT:**

**IDOT Certified Commercial Examiner:** CyRide's Chief Safety Officer Kevin Gries passed the requirements to become a Third-Party Tester. An agreement for shared space will be presented at an upcoming board meeting for approval.

**Fall meeting dates:**

- November 30, 4:00 p.m.
- December 21, 4:00 p.m.

**Adjourn:** Trustee Ludwig made a motion to approve adjourning at 4:56 p.m.; Trustee Schainker seconded the motion. (Ayes: 6 Nays: 0) Motion carried.

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Liz Jeffrey, President

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Cheryl Spencer, Recording Secretary

**November 30, 2022**

**Free Rides on Election Day**

**CyRide Resource: Christine Crippen**

**BACKGROUND:**

Election Day this year was on November 8, 2022. CyRide has previously joined other transit agencies in the state and across the nation in offering fare-free rides to passengers to ease access to voting in our communities. Systems allowing fare-free rides include DART in Des Moines, the Iowa City transit systems, and Metro Transit in Council Bluffs, among many others. Offering fare-free on Election Day lowers transportation barriers, encourages non-traditional rides, helps passengers more easily travel to vote, and generates positive news coverage.

Based on current ridership levels, we estimated it would cost approximately \$500 to offer free rides on both fixed route and Dial-A-Ride services on November 8. CyRide had sought and received informal guidance from the Transit Board on this subject and began advertising fare-free rides for November 8. Since this policy will result in a revenue change, this board action has been created to ratify the Transit Board's informal response.

**ALTERNATIVES:**

1. Formally approve allowing all passengers to ride fare-free on both fixed routes and Dial-A-Ride services on Election Day, November 8, 2022.
2. Direct staff to proceed according to Transit Board priorities.

**RECOMMENDATION:**

The Transit Director recommends approval of Alternative #1. Allowing all passengers to board for free on Election Day helps expand access to voting and generates goodwill with the public at a minimal financial cost to the organization.





**November 30, 2022**  
**Rate Setting Resolution – FY 2024 Budget**  
**CyRide Resource: Rob Jennings, Barbara Neal**

**BACKGROUND:**

City Ordinances require the Transit Board to annually establish the fare and rate structure for the next budget year. The anticipated farebox revenues reflect no change to the fare or rate structure; therefore, there are no changes apart from modifications to the dates that passes are sold. The rate setting resolution is attached for review.

**ALTERNATIVES:**

1. Approve the Rate Setting Resolution for the FY 2024 budget year.
2. Direct staff to proceed according to Transit Board priorities.

**RECOMMENDATION:**

The Transit Director recommends approval of Alternative #1, adopting the proposed rates will fulfill ordinance requirements and maintain last year's fare structure for the upcoming budget year.

## AMES TRANSIT AGENCY BOARD OF TRUSTEES

### RATE SETTING RESOLUTION 2023/24

BE IT RESOLVED by the Ames Transit Agency Board of Trustees, pursuant to rate setting authority granted by Section 26A.8, Ames Municipal Code, that:

#### SECTION ONE – CyRide Rates Effective May 12, 2023

##### **Fixed Route Fares**

\$1.00	Regular cash fare
\$0.50	Reduced cash fare (K-12, Medicare, Medicaid, persons over 65, persons with a disability)
\$5.00	10-ride reduced fare ticket book (\$.50 per ride)
\$10.00	10-ride regular fare ticket book, (\$1.00 per ride)
\$35.00	Regular fare monthly pass
\$17.00	Reduced fare monthly pass (K-12, Medicare, Medicaid, persons over 65, persons with a disability)
\$130.00	Regular Fare Semester Pass (fall and spring). Price varies depending on date purchased.
\$65.00	Reduced Fare Semester Pass (fall and spring). Price varies depending on date purchased.
\$120.00	Regular Fare Winter Pass (November to spring break). Price varies depending on date purchased.
\$60.00	Reduced Fare Winter Pass (November to spring break). Price varies depending on date purchased.
\$80.00	Regular Fare Summer Pass
\$40.00	Reduced Fare Summer Pass
\$260.00	Regular Fare School Year Pass. Price varies depending on date purchased. (May also be used in conjunction with tickets or cash on Dial-A-Ride.)
\$130.00	Reduced Fare School Year Pass. Price varies depending on date purchased.
Free	Children under six years of age accompanied by a person aged 13 or older (maximum of three children per rider).
Free	Attendant accompanying and assisting ADA-eligible person
\$10.00	Replacement fee for lost or stolen passes
\$1.00	Fare for person not assisting passenger riding with ADA-eligible passenger is same fare as an ADA-eligible passenger

**Dial-A-Ride Fares**

\$2.00	Dial-A-Ride cash fare for passengers eligible under the ADA.
\$18.00	Dial-A-Ride cash fare for general public (not ADA eligible).
Free	Attendant accompanying and assisting ADA-eligible person on Dial-A-Ride
\$2.00	Fare for person not assisting Dial-A-Ride passenger riding with DAR eligible passenger is same fare as Dial-A-Ride eligible passenger's fare
Free	ISU students who are ADA eligible traveling within ¾ mile of a fixed route operating at the time of the ride.

**Miscellaneous Revenues**

\$105.00	Shop rate per hour
\$105.00	Shuttle rate, as subcontractor, to other bus operators, one-hour minimum
\$105.00	Shuttle rate for every hour after the minimum
Variable	Fuel surcharge for shuttle service

**REDUCED FARE PASSES****2023 SUMMER REDUCED FARE PASS**

<b>PURCHASE DATE</b>	<b>Expiration Date</b>	<b>Price</b>
Saturday, April 29, 2023 – Wednesday, August 31, 2023	August 31, 2023	\$40.00

**2023 FALL REDUCED FARE PASS**

<b>PURCHASE DATE</b>	<b>Expiration Date</b>	<b>Price</b>
Monday, August 14, 2023 – Friday, September 8, 2023	December 31, 2023	\$65.00
Saturday, September 9, 2023 – Saturday, December 31, 2023	December 31, 2023	\$50.00

**2023/24 SCHOOL YEAR REDUCED FARE PASS**

<b>PURCHASE DATE</b>	<b>Expiration Date</b>	<b>Price</b>
Monday, August 14, 2023 – Friday, September 8, 2023	June 1, 2024	\$130.00
Saturday, September 9, 2023 – Friday, December 1, 2023	June 1, 2024	\$115.00
Saturday, December 2, 2023 – Friday, February 9, 2024	June 1, 2024	\$65.00
Saturday, February 10, 2024 – Thursday, June 1, 2024	June 1, 2024	\$50.00

**2023/24 WINTER REDUCED FARE PASS**

<b>PURCHASE DATE</b>	<b>Expiration Date</b>	<b>Price</b>
Monday, October 30, 2023 – Friday, December 1, 2023	March 15, 2024	\$60.00
Saturday, December 2, 2023 – Friday, March 15, 2024	March 15, 2024	\$40.00

**REGULAR FARE PASSES**

**2023 SUMMER REGULAR FARE PASS**

<b>PURCHASE DATE</b>	<b>Expiration Date</b>	<b>Price</b>
Saturday, April 29, 2023 – Wednesday, August 31, 2023	August 31, 2023	\$80.00

**2023 FALL REGULAR FARE PASS**

<b>PURCHASE DATE</b>	<b>Expiration Date</b>	<b>Price</b>
Monday, August 14, 2023 – Friday, September 8, 2023	December 31, 2023	\$130.00
Saturday, September 9, 2023 – Saturday, December 31, 2023	December 31, 2023	\$100.00

**2023/24 SCHOOL YEAR REGULAR FARE PASS**

<b>PURCHASE DATE</b>	<b>Expiration Date</b>	<b>Price</b>
Monday, August 14, 2023 – Friday, September 8, 2023	June 1, 2024	\$260.00
Saturday, September 9, 2023 – Friday, December 1, 2023	June 1, 2024	\$230.00
Saturday, December 2, 2023 – Friday, February 9, 2024	June 1, 2024	\$130.00
Saturday, February 10, 2024 – Thursday, June 1, 2024	June 1, 2024	\$100.00

**2023/24 WINTER REGULAR FARE PASS**

<b>PURCHASE DATE</b>	<b>Expiration Date</b>	<b>Price</b>
Monday, October 31, 2023 – Friday, December 1, 2023	March 15, 2024	\$120.00
Saturday, December 2, 2023 – Friday, March 15, 2024	March 17, 2024	\$80.00

SECTION TWO -- \$10.00 Replacement fee for lost or stolen passes

SECTION THREE – Other Conditions

Other conditions pertaining to any Semester Pass are:

1. One person may not use the pass of another, unless the original issue has sold it to the new user, the sale registered in the Ames Transit Agency Office, and the pass replaced by the Ames Transit Agency Office. The person to whom it has been sold may then use the pass.
2. Misuse of the pass may result in confiscation and cancellation of the pass without a refund.

Enacted this 30<sup>th</sup> day of November 2022.

AMES TRANSIT AGENCY BOARD OF TRUSTEES

By: \_\_\_\_\_

Liz Jeffrey  
Board of Trustees President



**November 30, 2022**  
**Memorandum of Agreement with**  
**Iowa Department of Transportation for Shared Space**  
**CyRide Resource: Kevin Gries**

**BACKGROUND:**

CyRide has been working on a partnership with the Iowa Department of Transportation (IDOT) to allow CyRide to become a third-party CDL tester for the State of Iowa. Part of the agreement requires third-party testers to have a CDL skills testing site approved by the IDOT. The IDOT has agreed to allow CyRide to share its current site on Highway 30. In order to share the facility, both parties must sign a Memorandum of Agreement (MOA).

The MOA outlines when CyRide shall have access to the premises, as well as the terms and conditions for using the site. The IDOT will be responsible for snow removal and upkeep due to normal wear and tear at the site. The MOA expires on June 30, 2023, and automatically renews for one-year periods unless written notice is given by either party to terminate sooner. Additionally, all terms and conditions remain the same unless mutually agreed upon by both parties.

The Legal Department has reviewed and approved this agreement, which is attached to the board packet for review.

**ALTERNATIVES:**

1. Approve the Memorandum of Agreement with the Iowa Department of Transportation to share its CDL skills testing site.
2. Do not approve the Memorandum of Agreement and direct staff to proceed according to Transit Board priorities.

**RECOMMENDATION:**

The Transit Director recommends approval of Alternative #1. Approving the MOA will allow CyRide to share the IDOT CDL skills testing site, thereby reducing the administrative burden and costs required by having a dedicated site.

# MEMORANDUM OF AGREEMENT

This Agreement is made this 30th day of November 2022 by and between the Iowa Department of Transportation, hereinafter referred to as the Department, AND the Ames Transit Agency (CyRide) hereinafter referred to as CyRide.

**I. AUTHORITY & PURPOSE.** This Agreement is entered into pursuant to the provisions of Iowa Code Chapter 28E. The purpose of this agreement is to establish the terms and conditions whereby CyRide may utilize property owned or rented by the Department to conduct commercial driver's license (CDL) skills testing.

**II. DURATION.** This Agreement shall become effective upon filing with the Secretary of the State of Iowa in accordance with the provisions of Iowa Code section 28E.8, Filing and Recording. This Agreement shall begin upon its electronic filing with the Secretary of State and shall expire at midnight on June 30, 2023. Thereafter this Agreement shall automatically renew for successive one-year periods of July 1 to midnight on the following June 30, unless either party gives at least 30 days of written notice of their intent to end the agreement.

If this agreement is automatically renewed, all terms and obligations contained in this Agreement shall remain the same and continue unless changed by written amendment by mutual consent of both parties.

**III. SERVICES.** The Department agrees to offer use of the following property to CyRide under the terms of this Agreement: the parking lot located at 57073 US 30, Ames, Iowa 50010, as detailed in Appendix A, hereinafter known as the "Premises." CyRide shall be provided exclusive access to and use of the Premises Monday, Friday, and Saturday of each week from 30 minutes before sunrise until 30 minutes after sunset.

**IV. TERMS & CONDITIONS.** By executing this Agreement, the Parties agrees to the following terms and conditions:

- CyRide shall use the Premises solely for conducting CDL skills testing procedures as a Department-approved third-party CDL tester, under the terms and conditions of a separate agreement between the Department and CyRide.
- CyRide customers and staff shall enter and exit the Premises via the frontage road and shall use only the main drive to access the CDL skills testing pad on the north side of the Premises, as detailed in Appendix A. Access to any other part of the DOT property is prohibited.
- CyRide shall not conduct or allow any activity within the Premises that, in the sole judgment of the Department, creates excessive traffic, constitutes misuse of the Premises, or violates any state or federal law or municipal ordinance.

- CyRide shall not advertise or have identifying signs or notices that are inscribed, painted, or affixed on any part of the Premises without the express written consent of the Department.
- CyRide shall not make any modification, temporary or permanent, to the Premises without the express written consent of the Department.
- CyRide shall keep the Premises clean and shall not leave or abandon any debris or equipment on the Premises.
- CyRide shall report any safety incident, including a crash or event causing injury or damage to person or property, that occurs on the Premises to the Department within 24 hours. CyRide shall reimburse the Department for any damages caused by CyRide, its agents, employees, students, driver applicants, or customers.
- In the event the Department requires use of the Premises during the time period allotted to CyRide under Article IV, the Department's right to use the space shall prevail. However, the Department shall give CyRide a minimum of 48 hours' notice prior to use of the Premises during a time period under Article IV.
- CyRide shall adhere to all applicable state and federal law regarding use of the Premises.
- The Department shall, in its discretion, be responsible for snow removal and property maintenance necessary to ensure adequate access and use of the Premises.
- The Department recognizes the fact that the Premises will, over time, exhibit normal wear and tear. The Department shall be responsible for all such normal wear and tear.

**V. FUNDING.** This agreement creates no obligation for compensation or reimbursement from the Department to CyRide. CyRide is responsible for all costs and expenses it incurs in connection with the performance of its obligations under this Agreement. The Department is not responsible for any such costs or expenses of the CyRide. This does not preclude CyRide from assessing a fee for testing services rendered to a driver.

**VI. LEGAL ENTITY.** No new legal or administrative entity is created by this Agreement nor does this Agreement create any agency relationship between the parties, which remain separate legal entities.

**VII. LIMITATION OF LIABILITY.** The parties agree and acknowledge that the Department has no liability for any acts or omissions committed by CyRide in the course of or related to the use of the Premises under this Agreement and has no liability or responsibility for any obligations incurred by the Transit System in the course of or related to the use of the Premises under this agreement.

**VIII. ASSIGNABILITY.** The rights and interests of the Parties under this Agreement shall not be assignable.

**IX. DEFAULT.** CyRide shall be considered in default if they should violate any portion of this Agreement. If the CyRide is found to be in violation of this Agreement, the Department shall give notice that the violation must be corrected within forty-eight (48) hours or else this Agreement shall be terminated immediately.

**X. NOTICES.** All notices from the Department to CyRide shall be sent to:

Barbara Neal, CyRide Director  
601 N. University Blvd  
Ames, IA 50010  
Barbara.neal@cyride.com  
515-239-5565

All notices from CyRide to the Department regarding scheduling conflicts or requests related to the maintenance and use of the Premises shall be sent to:

Michael Wood, Driver's License Service Center Supervisor  
3708 W. Lincoln Way  
Ames, IA 50010  
Michael.wood@iowadot.us  
515-244-8725

All notices from CyRide to the Department regarding this Agreement shall be sent to:

Ronee Slagle  
6310 SE Convenience Blvd.  
Ankeny, IA 50021  
[Ronee.slagle@iowadot.us](mailto:Ronee.slagle@iowadot.us)  
515-290-0283

**XI. INDEMNIFICATION.** The Department shall not be liable for any damage or injury to CyRide, or any other person, or to any property, occurring on the Premises, or any part thereof, including but not limited to common areas thereof. CyRide agrees to hold the Department harmless from any claims or damages caused by CyRide, including its agents, employees, and contractors, occurring in connection with or related to the performance of this Agreement.

**XII. GOVERNING LAW.** This Agreement is to be governed under the laws of the State of Iowa and applicable federal law.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the undersigned dates written below.



**Department Representative**

**Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

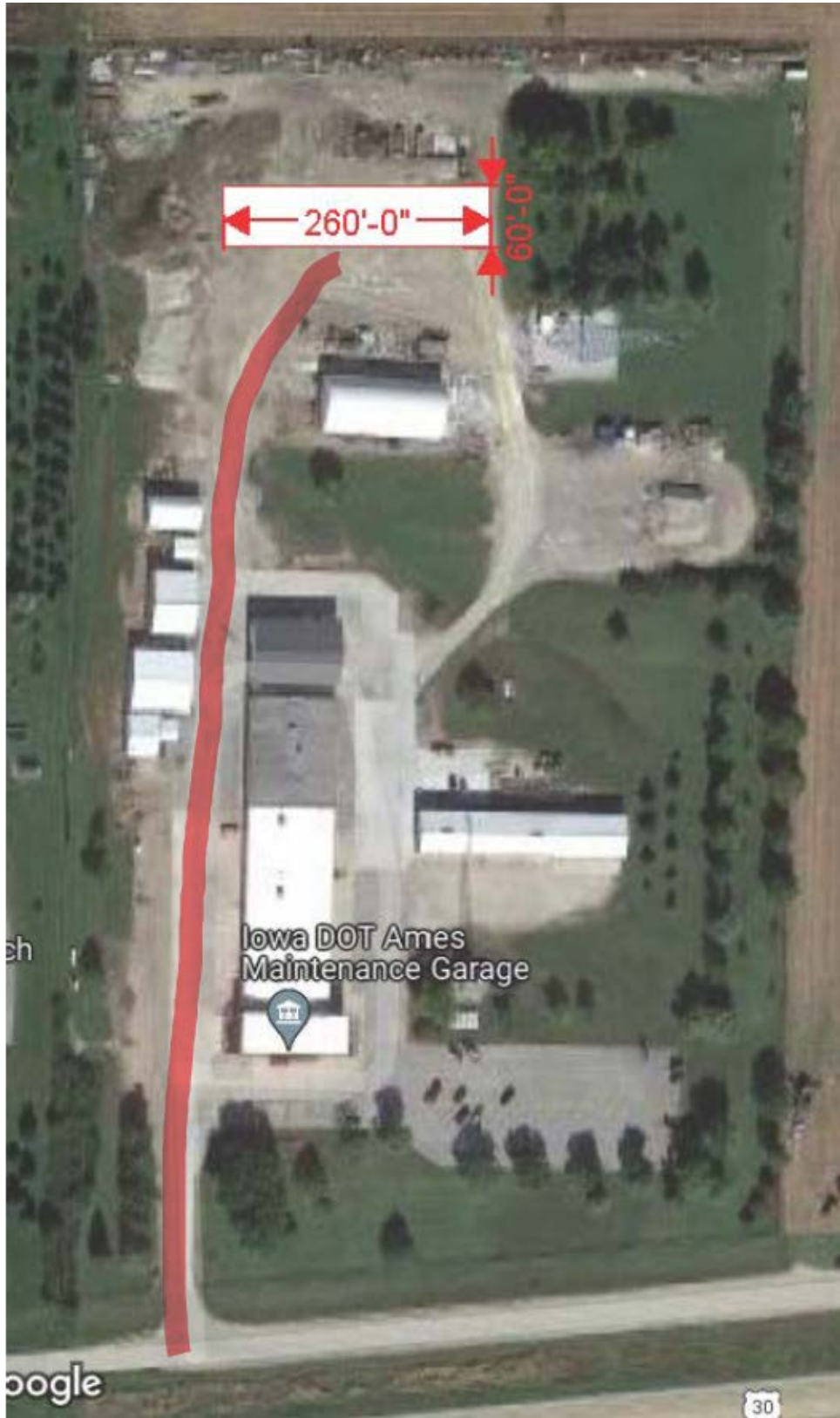
Daniel Yeh, director, Central Programs Bureau, Motor Vehicle Division Iowa DOT

**CyRide Representative**

**Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

Name and title: Liz Jeffrey, Board of Trustees President, CyRide

Appendix A:





**November 30, 2022**  
**Memorandum of Understanding Renewal with**  
**Story County Medical Center**  
**CyRide Resource: Barbara Neal**

**BACKGROUND:**

CyRide has had a Memorandum of Understanding (MOU) with the Story County Medical Center (SCMC), located in Nevada, Iowa, to provide transportation services if Story County declares an emergency proclamation. The MOU between SCMC and CyRide was last executed on January 9, 2020. In the past, CyRide has entered into similar agreements with Mary Greeley Medical Center (MGMC) in Ames; however, CyRide does not have an agreement with MGMC at this time.

The SCMC request for renewal is similar to other emergency service MOUs for fire and police services to support the area. The Legal Department has reviewed and approved this agreement, which is attached to the board packet for review.

**ALTERNATIVES:**

1. Approve the Memorandum of Understanding with the Story County Medical Center for emergency transportation services.
2. Do not approve the Memorandum of Understanding and direct staff to proceed according to Transit Board priorities.

**RECOMMENDATION:**

The Transit Director recommends approval of Alternative #1. Approving the MOU will support emergency preparedness for the Story County Medical Center if an emergency proclamation is declared.

**EMERGENCY SERVICES AGREEMENT**

This Emergency Services Agreement is entered into on the 1<sup>st</sup> day of January 2023 between the Ames Transit Agency d/b/a City of Ames (CyRide) located at 601 N. University Blvd., Ames, Iowa, 50010, and Story County Medical Center (SCMC) located 640 South 19<sup>th</sup> Street, Nevada, Iowa, 50201.

**STATEMENT OF THE PARTIES INTENTIONS**

CyRide and SCMC desire to enter into an Emergency Services Agreement where CyRide shall provide emergency transportation services as allowed by Federal Transit Administration regulations if an emergency proclamation is declared by Story County.

**TERMS AND CONDITIONS**

1. **Product:** CyRide agrees to provide bus transportation to SCMC at the highest priority to the hospital after meeting its daily service requirements, as determined by the agency’s Transit Director. These services will be made to the hospital and/or any other available site designated by SCMC. These services will be provided as quickly as possible and no later than 2 hours after official notification. Transportation will be provided within a 30-miles radius of Ames.
  2. **Pricing:** SCMC is purchasing the above services at CyRide’s standard published rate each year for additional services.
  3. **Billing:** SCMC will require an itemized invoice consistent with its established purchasing procedures.
  4. **Ordering:** CyRide has provided the following names and phone numbers to be called in the event of an emergency:
    - a. Ames Transit Agency (CyRide) Dispatch: 239-5560  
Office Hours:  
Monday - Thursday: 5:30am-12:30am  
Friday: 5:30am-12:30am (non-ISU school days) and 2:30am (ISU school days)  
Saturday: 7:00am-12:30am (non-ISU school days) and 2:30am (ISU school days)  
Sunday: 8:00am-11:30pm
    - b. Christine Crippen, Assistant Director of Operations: (cell) 515-460-5276
- a) **Term and Termination:** The term of this agreement shall begin on January 1, 2023, and shall expire on December 31, 2025. This agreement may be terminated by either party with a sixty (60) day written notification.

IN WITNESS WHEREOF, the parties to this agreement have executed this agreement as of the date first written above.

Ames Transit Agency  
By: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Story County Medical Center  
By: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**November 30, 2022**

**Facility Expansion - Discussion**

**CyRide Resource: James Rendall, Barbara Neal**

**BACKGROUND**

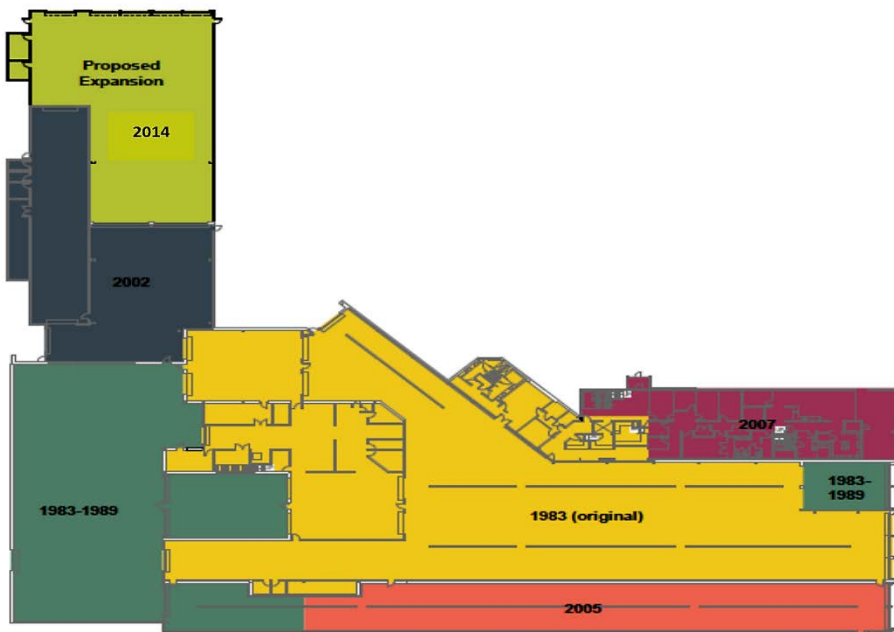
This is a discussion item to seek Transit Board direction on the potential facility expansion option. As discussed during previous Transit Board meetings, CyRide has an ongoing need for additional facility space. Over the past several years, a local funding reserve has been created to match a potential future discretionary facility grant. In addition, recent legislation has substantially increased the Federal Bus and Bus Facilities competitive grant program, Section 5339(b), with the Infrastructure Investment and Jobs Act (IIJA) providing nearly \$2 billion over the next five years to this program. Because of this large funding opportunity, CyRide believes the timing is right to submit a discretionary grant for a facility expansion.

To take advantage of this funding opportunity and to maximize the local facility funding reserve, CyRide has worked with the on-call architecture and engineering (A&E) firm to develop a preliminary design for an on-site expansion of the garage and administrative space. Development of a plan is needed to prepare for a future facility grant application.

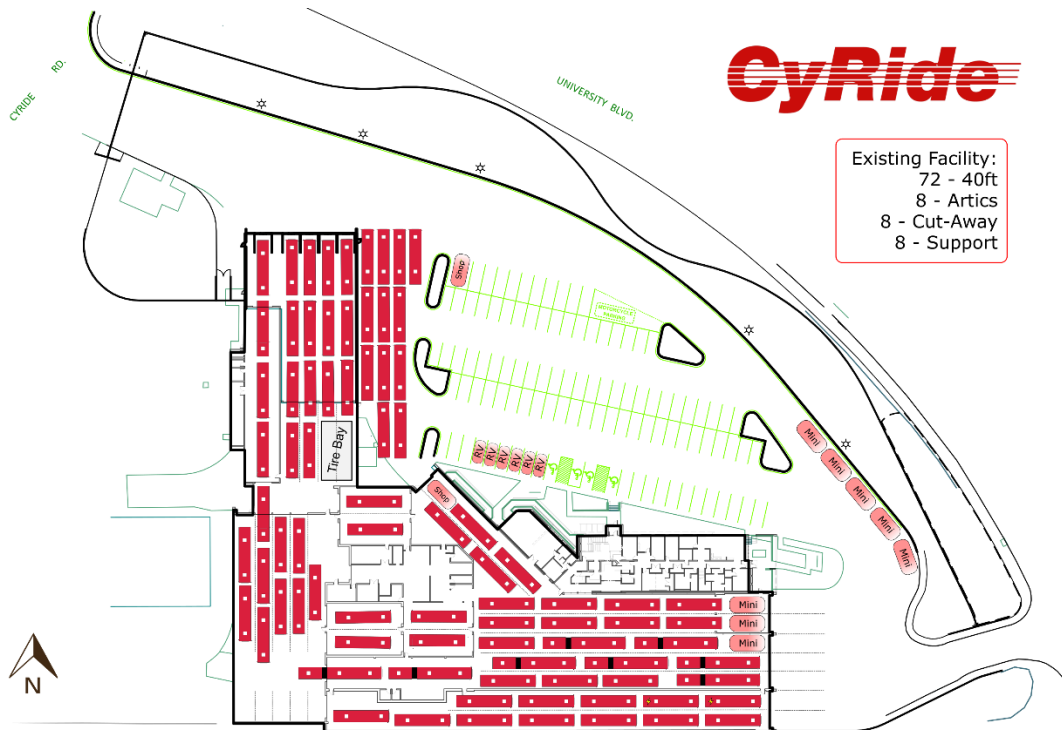
**Facility History and Overview**

CyRide’s main facility at 601 University Boulevard was constructed in 1983 and has had five expansions to provide additional space for fleet, administration, and maintenance functions. The last addition was completed in 2014, adding space for eleven buses, and a 60’ articulated bus hoist. Due to rapid system

expansion, CyRide had fourteen buses parked in this area on the first day it opened. CyRide’s current fleet has exceeded the indoor bus storage space, with up to twelve heavy-duty buses, eight cutaway buses, and eight support vehicles parked outside each night. The following diagram shows the overnight parking plan when all buses are on site, illustrating the difficulties with parking vehicles exclusively within the garage.

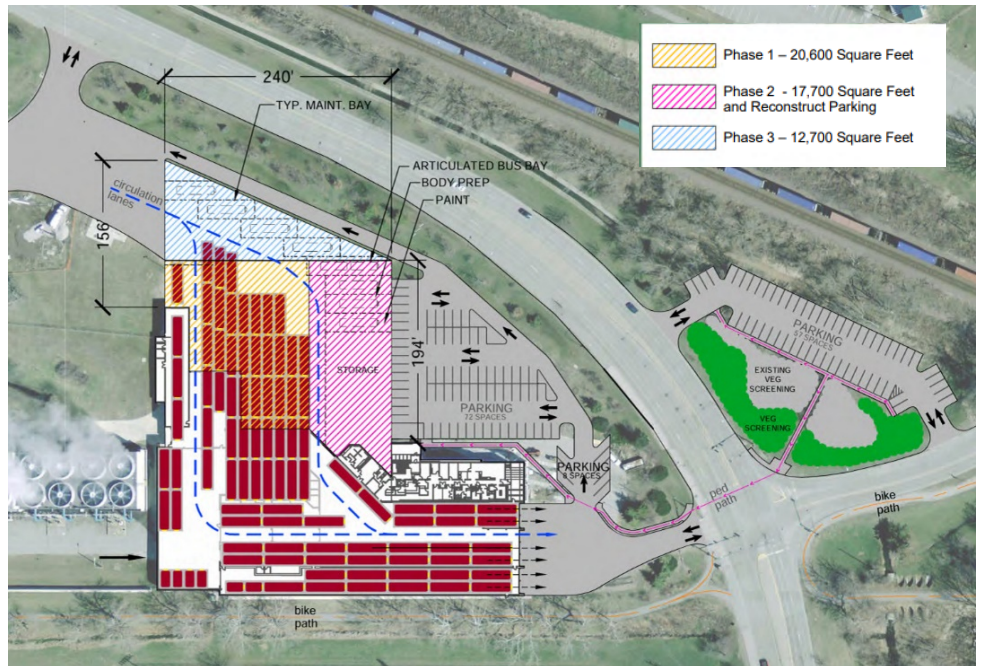






Two studies have been completed, focusing on longer-term plans to house CyRide’s fleet. In 2009, a facility study was conducted by Parson-Brinkerhoff. The study period was a 20-year time frame based on ridership at that time, which estimated CyRide ridership would reach 5.58 million rides in 2028 with a fleet of 95 buses. CyRide exceeded this estimate in 2016 with the highest recorded ridership of 6.78 million rides and 103 buses. The study reviewed three options: expansion at the existing site, satellite bus storage/office space, or a new facility at a different location. After review by the Transit Board, it was determined that the most feasible approach would be to construct an expansion at the existing facility site.

In 2011, URS Corporation, a consulting firm working with ASK Studio, was retained to develop a plan at the current site that would accommodate as much of the space needs identified in the 2009 study as possible. URS developed thirteen different building configurations, which included options such as a two-story building, partial underground facility, encroachment of setbacks, green space requirements, and off-site employee parking. The option that the Transit Board chose is shown below. The first phase,



in yellow, was further subdivided into two phases due to funding constraints. Under this plan, the 2014 bus storage addition was constructed, adding 8,200 square feet of bus storage space and the previously mentioned amenities.

In March 2016, the Transit Board approved a temporary second site on East Edison Street. This location is an outdoor gravel lot owned by the City of Ames, and CyRide shares space there with the Ames Police Department. The site houses spare buses, as well as vehicles that are in the process of exiting CyRide's fleet. Three to five buses are parked here during the school year, and 20-30 buses during the summer to relieve congestion at the main CyRide facility.

CyRide's main facility currently encompasses 4.5 acres of ISU land under a 99-year lease. CyRide and ISU recently signed an exception to allow parking of up to 20 heavy-duty buses and eight cutaway buses outside overnight. However, it was mutually agreed that this situation is not ideal and that CyRide wants to park all vehicles inside the garage.

### **Vehicle Storage Needs**

Parking vehicles inside benefits CyRide in multiple ways. During the cold months, buses can be maintained in the best possible condition by removing them from Iowa's dynamic and sometimes harsh winter conditions. Vehicles parked inside will have fewer part failures, reduce diesel fuel gelling, avoid windows freezing shut, and allow for the bus to leave the garage with a warm passenger compartment, providing an improved passenger experience.

Without sufficient interior facility space, CyRide has had to idle all outside buses overnight when the overnight low temperature is expected to be below five degrees, to prevent fuel gelling and have the interior passenger compartment ready for the morning pull-out. On all days with overnight low temperatures below 40 degrees, buses parked outside are started early in the morning to ensure they will operate correctly and be ready for service. From November 2021 through April 2022, there were 30 nights with an outdoor temperature below five degrees and 120 nights with temperatures below 40 degrees. This extra idling is hard on engines and can cause premature failures. It also causes higher fuel costs and is not a sustainable practice, as an idling bus will typically burn a minimum of a gallon of diesel fuel every hour. Additionally, as buses newer than 2006 are placed outside due to vehicle replacements, CyRide will likely experience even more issues, as newer buses have exhaust and emissions equipment more sensitive to idling than older buses.

CyRide's funding sources typically replace a bus when it is between eighteen to twenty years old. Because buses are designed for a twelve-year service life, keeping the vehicles inside the facility helps protect the investment in rolling stock and avoid unexpected capital costs. Ultimately, indoor parking conditions contribute to keeping vehicles in a State of Good Repair per federal regulatory requirements.

### **Maintenance Needs**

The current facility also has challenges for the maintenance department. CyRide has six mechanics and two assistant mechanics. The total number of repair bays within the facility is six, requiring some mechanics to either wait for a bay to become available or work outside dedicated spaces. This situation is not ideal from a safety, oversight, or time efficiency standpoint. CyRide also does not have a way to paint articulated buses, with the current paint booth designed for vehicles up to 40-foot in length.



## **Administrative Needs**

In 2008, work was completed on the current administrative building, the first public LEED Gold-certified building in Iowa, incorporating multiple features to improve sustainability and reduce ongoing maintenance costs. In the 15 years since the building was designed, the number of employees at CyRide has expanded significantly, rising from 120 in 2006 to 188 in 2016. While we are currently at 150 employees, we anticipate meeting our 2016 number as hiring continues to bring in new employees. As part of a facility grant, CyRide could expand the administration building, incorporating needs not being met by current spaces.

Since 2008, CyRide has added four administrative positions and has converted storage areas into offices. However, the limited space has resulted in operations managers sharing offices with trainers, with insufficient places for holding sensitive conversations. Additionally, given the nature of CyRide's shift rotations, the break room is overflowing during several parts of the day. The space could be enlarged to accommodate the larger group of employees resting and refueling between shifts.

## **Preliminary Conceptual Design**

CyRide communicated the above needs to the on-call A&E firm, ASK Studio, which developed a preliminary design to determine how much of CyRide's space needs could be accomplished at the current main facility. The attached conceptual design accommodates the following features of CyRide's main facility.

### **Vehicle Storage Area Needs**

- Indoor storage for 95 vehicles, including support and cutaway buses being stored inside
- The new addition would be constructed to accommodate battery electric buses.
- Vehicle flow through the building would be adjusted to reduce the need for drivers to navigate through the bus wash area when returning to the garage.
- Parking lot changes would spread parking throughout the remainder of property rather than construct a multi-level parking structure. The number of current parking spaces would be retained.
- Solar panels over part of the new parking area to the west of the building to help with green energy production.

### **Maintenance Needs**

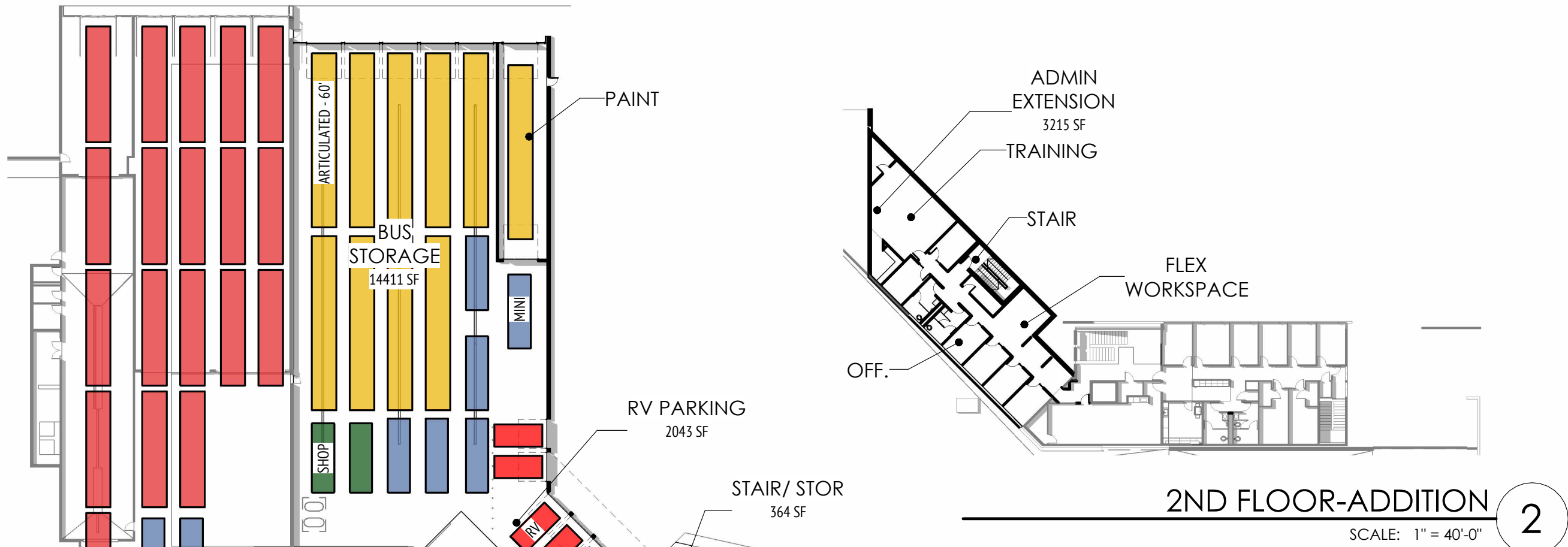
- Construction of a new paint booth to accommodate articulating buses would allow CyRide to properly repair body damage on these vehicles and add an additional maintenance repair bay in the location of the current paint booth.

### **Administrative Needs**

- Training would be moved to the new second-level addition, providing dedicated office space for each trainer. This would free up lower-level office space for the operations managers to have workspaces that accommodate confidential conversations and maintain employee accessibility.
- Create a new training room to accommodate large and small group training functions.
- The breakroom would be expanded to cover the existing outdoor patio. Doing so will approximately double the size of the current break room, allowing all employees to have a place to eat and relax between driving shifts.

Since this plan includes reworking existing portions of the facility, CyRide may incur additional costs from repayment of previous grant funds associated with areas still within their useful life. The most likely area would be the parking lot, based on the area that would be demolished due to the construction of the new building addition and parking areas. The total anticipated cost of any grant repayment would be included in the final design plan.

The attached conceptual design fits within the existing site plan and has been sized to the available facility funding already secured. Based on feedback from the Transit Board, staff will work with the A&E firm to revise the design further or take other actions as directed.



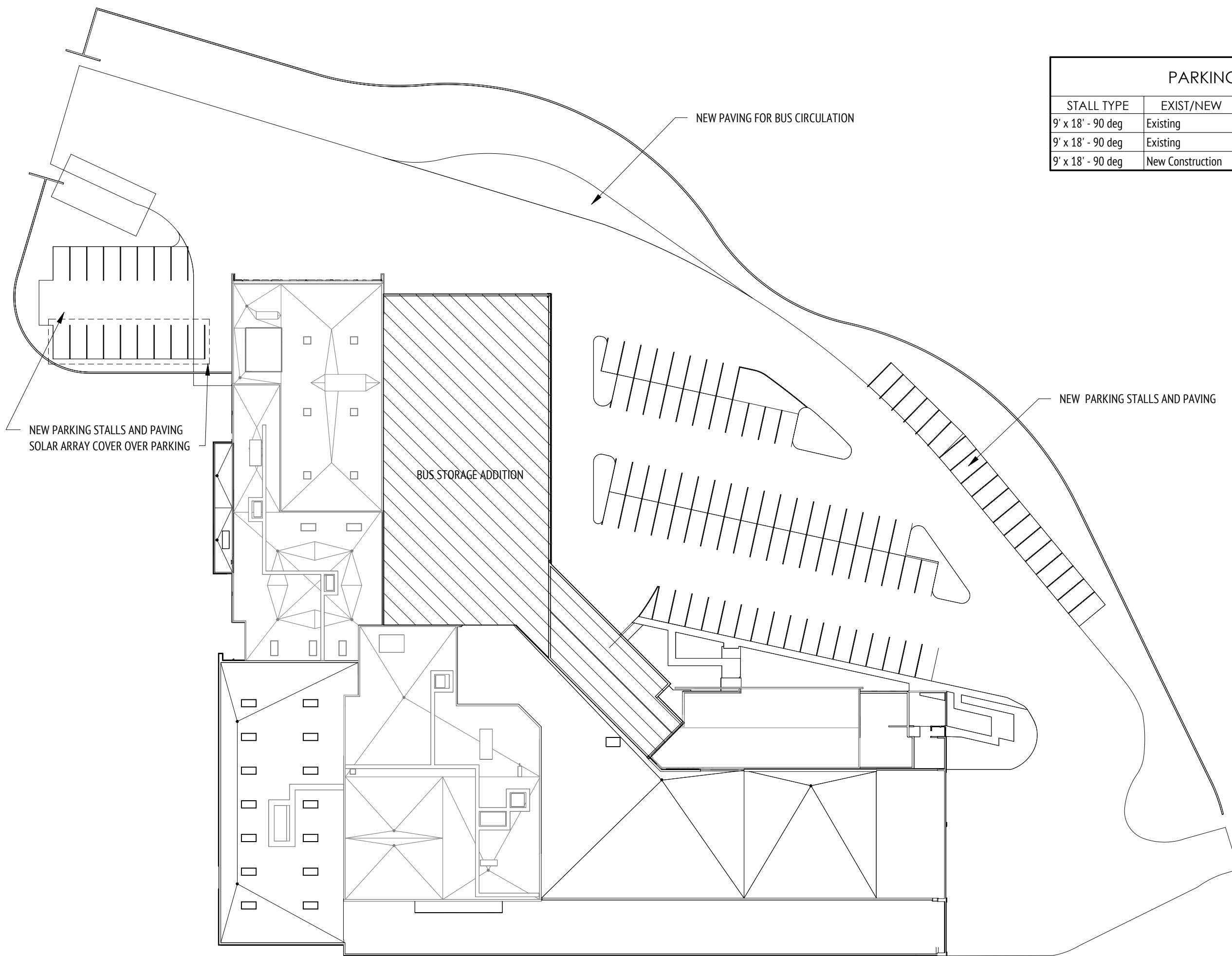
**2ND FLOOR-ADDITION** 2  
SCALE: 1" = 40'-0"



**1ST FLOOR-ADDITION** 1  
SCALE: 1" = 40'-0"

VEHICLE COUNTS	
TYPE	QTY
40 FOOTER	72
ARTICULATED - 60'	10
MINI	8
RV	6
SHOP	2
Grand total	98





PARKING COUNTS			
STALL TYPE	EXIST/NEW	DEMO'D	QTY
9' x 18' - 90 deg	Existing	New Construction	36
9' x 18' - 90 deg	Existing	None	75
9' x 18' - 90 deg	New Construction	None	36



**November 30, 2022**

**Monthly Report**

**CyRide Resource: Barbara Neal**

### **1. Battery Electric Bus Update**

The manufacturer of the two upcoming battery electric buses, NOVA Bus, has informed CyRide that delivery of the vehicles has been delayed. NOVA Bus has indicated that a supply chain disruption with core components of the electric drive system has halted production, with the buses now being slated for delivery in February. Staff will continue communications with the manufacturer and inform the Transit Board if further delays are expected.

Concurrently, the project to install electric bus charging equipment in the facility is proceeding. With the delay in bus delivery, it is now expected that the facility work will be completed well before the arrival of the buses.

### **2. Winter Season Preparation**

With colder weather approaching, the maintenance staff has begun preparations for the winter operational season. CyRide purchases salt and sand each year for use at the facility, route endpoints, bus cutouts, and locations where slippery conditions are often experienced. Snowplows are being checked, and the process of winterizing buses has begun. The winter season also presents operational challenges, and training staff has been reviewing materials to help educate drivers on techniques for navigating the Iowa winter.

### **3. Theodore and Mr. Gobbles on the Buses**

Both Theodore and Mr. Gobbles came back out before Thanksgiving. Hopefully, they both brought some Thanksgiving cheer to riders and the community.



### **4. Restoration of Weekend Service**

We are pleased to announce that between the new full-time OWD positions and the drivers who have graduated training, we will be fully restoring the #1 Red and #3 Blue routes on the weekend beginning December 3. We recognize the amount of work many team members put in to make this happen and are happy we were able to accomplish this before the end of the semester.

## **5. Quarterly Report**

Each quarter, a detailed report regarding CyRide's overall performance is generated for fixed route, Dial-A-Ride, and Moonlight Express services. This report is used to track performance over time and determine trends. A detailed system quarterly operations report and a graphic summary of the key performance measures for the first quarter of the fiscal year, July 2022 – September 2022, are attached.

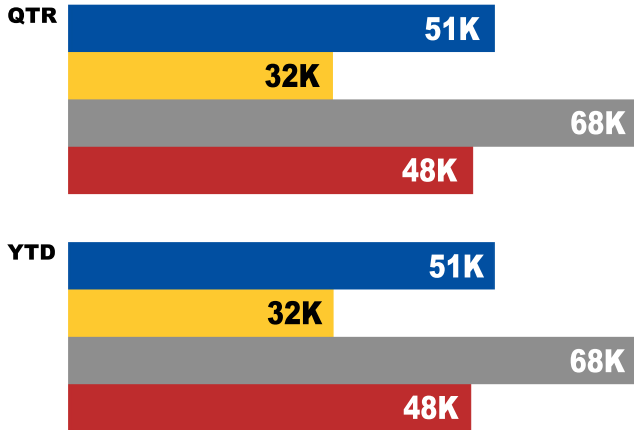
## **6. Spring Meeting Times and Dates**

The Transit Board will need to discuss whether a different standard day and time of the month for future board meetings is warranted.

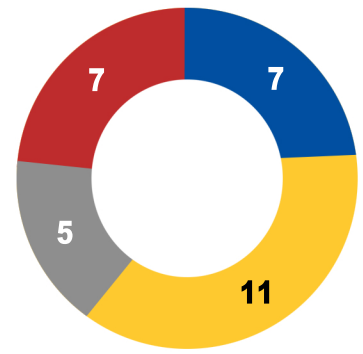
# CyRide Quarterly Operations Report

July 1, 2022 to September 30, 2022 (1st Quarter FY23)  
System Overview - Safety/Fleet

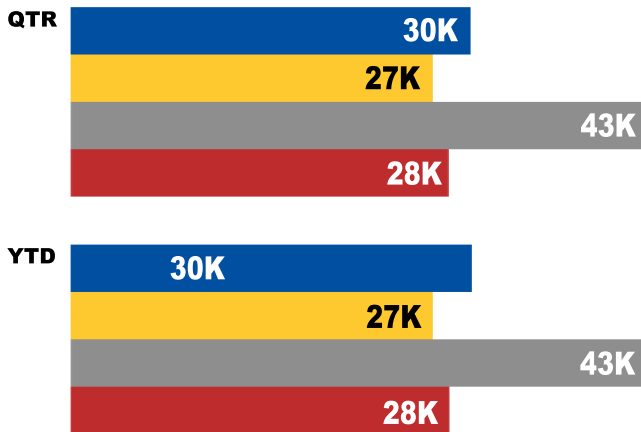
## Miles between Preventable Accidents



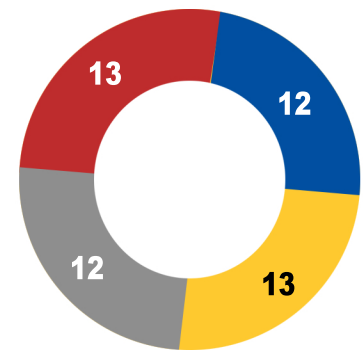
## Preventable Accidents per Quarter



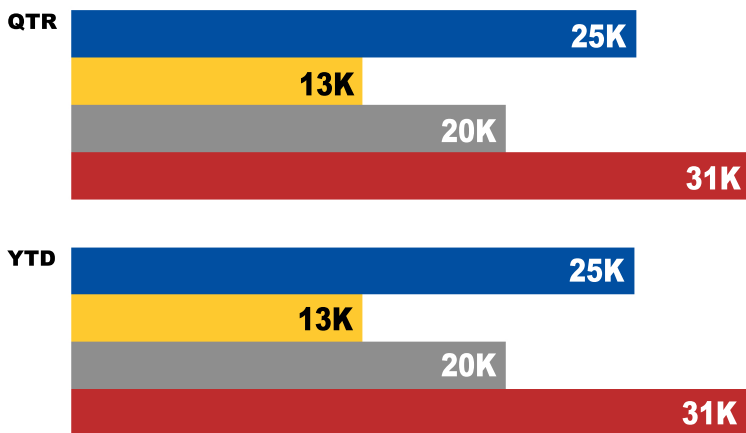
## Miles between Major Mechanical Issues



## Road Calls per Quarter



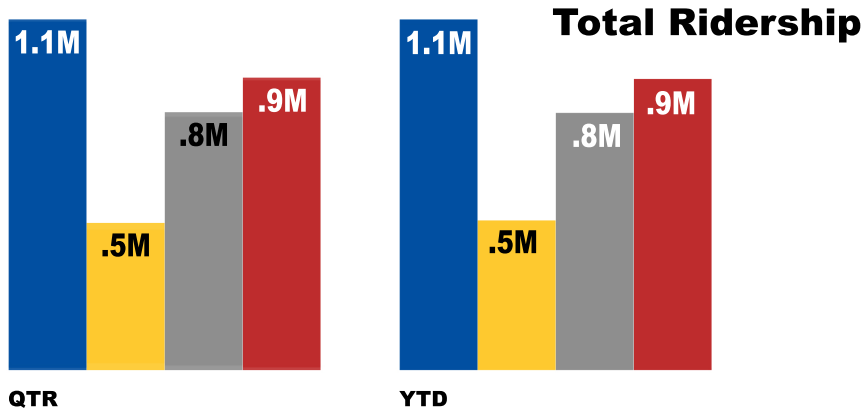
## Passengers per Comment



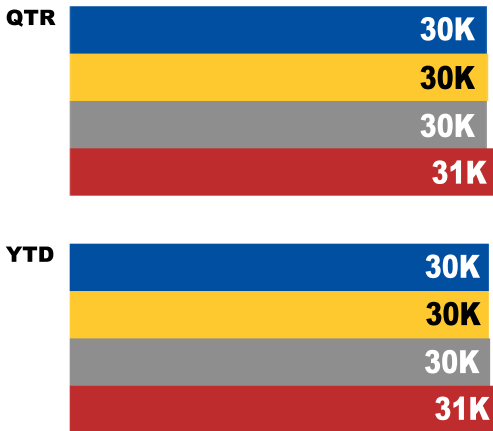
Year ● FY20 ● FY21 ● FY22 ● FY23

# CyRide Quarterly Operations Report

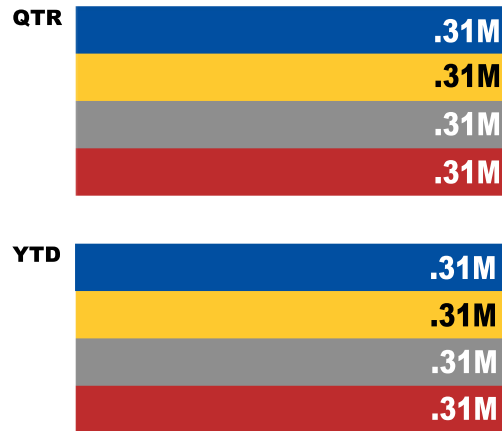
July 1, 2022 to September 30, 2022 (1st Quarter FY23)  
System Overview - Efficiency



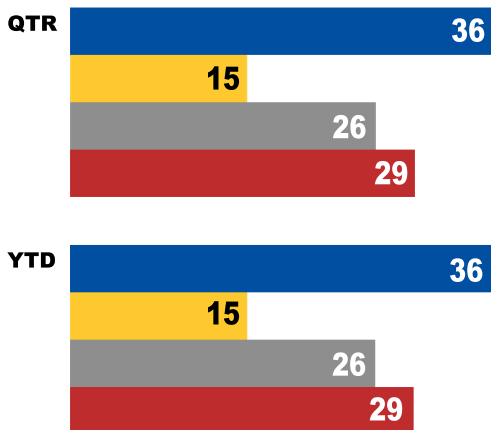
### Revenue Hours



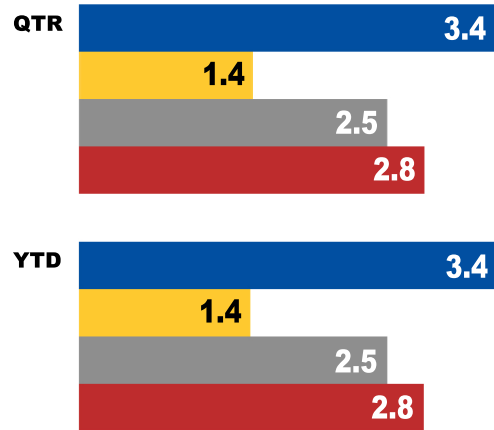
### Revenue Miles



### Passengers per Revenue Hour



### Passengers per Revenue Mile





# CYRIDE QUARTERLY OPERATIONS REPORT

July 1st, 2022 to September 30st, 2022 (1st Quarter)

	FY 2023 1st Qtr	FY 2022 1st Qtr	% CHANGE	FY 2023 YTD	FY 2022 YTD	% CHANGE
<b>MAINTENANCE</b>						
Interior Clean	134	90	48.9%	134	90	48.9%
Shop Road Calls	13	12	8.3%	13	12	8.3%
Miles per Shop Road Call	26,064	28,454	-8.4%	26,064	28,454	-8.4%
NTD Minor Mech.	80	70	14.3%	80	70	14.3%
NTD Major Mech.	12	8	50.0%	12	8	50.0%
Total NTD Mechanical Prob.	92	78	17.9%	92	78	17.9%
Miles per Major Mech.	28,236	42,680	-33.8%	28,236	42,680	-33.8%
<b>Gasoline Vehicles</b>						
Gas Miles Driven	30,836	21,240	45.2%	30,836	21,240	45.2%
Total Gallons Gas	4,250	2,772	53.3%	4,250	2,772	53.3%
Total Gas Cost	14,713	7,140	106.1%	\$14,713	\$7,140	106.1%
Avg. Gas Cost/Gallon	\$3.46	\$2.58	34.4%	\$3.46	\$2.58	34.4%
Gas Cost per Mile	\$0.48	\$0.34	41.9%	\$0.48	\$0.34	41.9%
Average Gas MPG	7.3	7.7	-5.3%	7.3	7.7	-5.3%
<b>Diesel Vehicles</b>						
Diesel Miles Driven	307,990	320,202	-3.8%	307,990	320,202	-3.8%
Total Gallons Diesel	62,992	76,254	-17.4%	62,992	76,254	-17.4%
Total Diesel Cost	235,544	180,899	30.2%	\$235,544	\$180,899	30.2%
Avg. Diesel Cost/Gallon	\$3.74	\$2.37	57.6%	\$3.74	\$2.37	57.6%
Diesel Cost per Mile	\$0.76	\$0.56	35.4%	\$0.76	\$0.56	35.4%
Average Diesel MPG	4.9	4.2	16.4%	4.9	4.2	16.4%
<b>All Vehicles</b>						
Total Miles Driven	338,826	341,442	-0.8%	338,826	341,442	-0.8%
Total Gallons Fuel	67,242	79,026	-14.9%	67,242	79,026	-14.9%
Total Fuel Cost	\$250,257	\$188,039	33.1%	\$250,257	\$188,039	33.1%
Avg. Cost/Gallon	\$3.72	\$2.38	56.4%	\$3.72	\$2.38	56.4%
Total Cost per Mile	\$0.74	\$0.55	34.1%	\$0.74	\$0.55	34.1%
Avg. MPG all Vehicles	5.0	4.3	16.6%	5.0	4.3	16.6%
Small Bus/Sup. Mileage	19,678	15,607	26.1%	19,678	15,607	26.1%
Large Bus Mileage	319,148	325,835	-2.1%	319,148	325,835	-2.1%
% Rev. Mi./Total Miles	93.0%	92.0%	1.0%	93.0%	92.0%	1.0%
Percentage Small Bus	5.8%	4.6%	27.1%	5.8%	4.6%	27.1%
Maintenance Expense	\$515,177	\$453,482	13.6%	\$515,177	\$453,482	13.6%

# CYRIDE QUARTERLY OPERATIONS REPORT

July 1st, 2022 to September 30st, 2022 (1st Quarter)

	FY 2023 1st Qtr	FY 2022 1st Qtr	% CHANGE	FY 2023 YTD	FY 2022 YTD	% CHANGE
<b>OPERATIONS</b>						
Total Passengers	885,515	782,937	13.1%	885,515	782,937	13.1%
Average Drivers per Month	115.3	111.0	3.9%	115.3	111.0	3.9%
Driving Hours	33,333	34,695	-3.9%	33,333	34,695	-3.9%
Drivers Late	10	7	42.9%	10	7	42.9%
Drivers No Show	2	0	#DIV/0!	2	0	#DIV/0!
Late/No Show per Driver	0.10	0.06	65.0%	0.10	0.06	65.0%
Total Comments	29	40	-27.5%	29	40	-27.5%
Driver Fault	9	7	28.6%	9	7	28.6%
Undetermined	0	1	-100.0%	0	1	-100.0%
No Fault	7	4	75.0%	7	4	75.0%
System Complaints	5	24	-79.2%	5	24	-79.2%
Service Requests	3	3	0.0%	3	3	0.0%
Compliments	5	1	400.0%	5	1	400.0%
Passengers/Comment	<u>30,535</u>	<u>19,573</u>	<u>56.0%</u>	<u>30,535</u>	<u>19,573</u>	<u>56.0%</u>
Pass./Complaint (D & U)	98,391	97,867	0.5%	98,391	97,867	0.5%
Driving Hours/Comment	1,149	867	32.5%	1,149	867	32.5%
Driving Hrs/Comment (D&U)	3,704	4,337	-14.6%	3,704	4,337	-14.6%
Accident Reports	9	8	12.5%	9	8	12.5%
Preventable Accidents	7	5	40.0%	7	5	40.0%
Percent Preventable	77.8%	62.5%	24.4%	77.8%	62.5%	24.4%
Miles/Prev. Accident	48,404	68,288	-29.1%	48,404	68,288	-29.1%
Hours/Prev. Accident	4,762	6,939	-31.4%	4,762	6,939	-31.4%
Unreported Accidents	0	2	-100.0%	0	2	-100.0%
Damage to Buses/Equip.						
Caused by CyRide	659.27	1,539.17	-57.2%	\$659	\$1,539	-57.2%
Caused by Others	5,387.41	448.86	1100.2%	\$5,387	\$449	1100.2%
Caused by Unreported	\$0	\$37	-100.0%	\$0	\$37	-100.0%
Claims by Others (#)	2	1	100.0%	0	0	#DIV/0!
Claims by Others (\$)	\$5,387	\$35	15515.7%	\$0	\$0	#DIV/0!
Personal Injury Claims	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Operations Expense	\$1,340,732	\$1,411,657	-5.0%	\$1,340,732	\$1,411,657	-5.0%

<b>SYSTEM TOTAL</b>						
Passengers	885,515	782,937	13.1%	885,515	782,937	13.1%
Revenue Miles	314,958	314,106	0.3%	314,958	314,106	0.3%
Revenue Hours	30,518	30,378	0.5%	30,518	30,378	0.5%
Revenue Miles per Hour	10.3	10.3	-0.2%	10.3	10.3	-0.2%
Pass./Rev. Mile	2.8	2.5	12.8%	2.8	2.5	12.8%
Pass./Rev. Hour	29.0	25.8	12.6%	29.0	25.8	12.6%
Operations Expense	\$1,340,732	\$1,411,657	-5.0%	\$1,340,732	\$1,411,657	-5.0%
Maintenance Expense	<u>\$515,177</u>	<u>\$453,482</u>	<u>13.6%</u>	<u>\$515,177</u>	<u>\$453,482</u>	<u>13.6%</u>
Total Expenses	<u>\$1,855,909</u>	<u>\$1,865,139</u>	<u>-0.5%</u>	<u>\$1,855,909</u>	<u>\$1,865,139</u>	<u>-0.5%</u>
Farebox Revenue	\$53,589	\$43,366	23.6%	\$53,589	\$43,366	23.6%
Rev./Exp. Ratio	2.9%	2.3%	24.2%	2.9%	2.3%	24.2%
Oper. Exp./Passenger	\$2.10	\$2.38	-12.0%	\$2.10	\$2.38	-12.0%
Oper. Exp./Rev. Mile	\$5.89	\$5.94	-0.8%	\$5.89	\$5.94	-0.8%
Oper. Exp./Rev. Hour	\$60.81	\$61.40	-1.0%	\$60.81	\$61.40	-1.0%

# CYRIDE QUARTERLY OPERATIONS REPORT

July 1st, 2022 to September 30st, 2022 (1st Quarter)

	FY 2023 1st Qtr	FY 2022 1st Qtr	% CHANGE	FY 2023 YTD	FY 2022 YTD	% CHANGE
<b>FIXED ROUTE</b>						
Fixed Route Passengers	878,963	777,402	13.1%	878,963	777,402	13.1%
Shuttle Passengers	0	0	#DIV/0!	0	0	#DIV/0!
Total Passengers	<u>878,963</u>	<u>777,402</u>	<u>13.1%</u>	<u>878,963</u>	<u>777,402</u>	<u>13.1%</u>
Transfers	9,514	7,663	24.2%	9,514	7,663	24.2%
Revenue Miles	292,230	295,051	-1.0%	292,230	295,051	-1.0%
Revenue Hours	28,449	28,636	-0.7%	28,449	28,636	-0.7%
Revenue Miles per Hour	10.3	10.3	-0.3%	10.3	10.3	-0.3%
Pass./Rev. Mile	3.0	2.6	14.2%	3.0	2.6	14.2%
Pass./Rev. Hour	30.9	27.1	13.8%	30.9	27.1	13.8%
Operations Expense	\$1,262,536	\$1,347,069	-6.3%	\$1,262,536	\$1,347,069	-6.3%
Maintenance Expense	<u>\$508,148</u>	<u>\$448,850</u>	<u>13.2%</u>	<u>\$508,148</u>	<u>\$448,850</u>	<u>13.2%</u>
Total Expenses	<u>\$1,770,684</u>	<u>\$1,795,919</u>	<u>-1.4%</u>	<u>\$1,770,684</u>	<u>\$1,795,919</u>	<u>-1.4%</u>
Farebox Revenue	\$48,906	\$40,774	19.9%	\$48,906	\$40,774	19.9%
Rev./Exp. Ratio	2.8%	2.3%	21.7%	2.8%	2.3%	21.7%
Exp./Passenger	\$2.01	\$2.31	-12.8%	\$2.01	\$2.31	-12.8%
Exp./Rev. Mile	\$6.06	\$6.09	-0.5%	\$6.06	\$6.09	-0.5%
Exp./Rev. Hour	\$62.24	\$62.72	-0.8%	\$62.24	\$62.72	-0.8%
<b>DIAL-A-RIDE</b>						
Passengers	3,360	3,043	10.4%	3,360	3,043	10.4%
Revenue Miles	18,876	16,293	15.9%	18,876	16,293	15.9%
Revenue Hours	1,757	1,542	14.0%	1,757	1,542	14.0%
Revenue Miles per Hour	10.7	10.6	1.7%	10.7	10.6	1.7%
Pass./Rev. Mile	0.18	0.19	-4.7%	0.18	0.19	-4.7%
Pass./Rev. Hour	1.9	2.0	-3.1%	1.9	2.0	-3.1%
Operations Expense	\$66,680	\$56,826	17.3%	\$66,680	\$56,826	17.3%
Maintenance Expense	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Total Expenses	<u>\$66,680</u>	<u>\$56,826</u>	<u>17.3%</u>	<u>\$66,680</u>	<u>\$56,826</u>	<u>17.3%</u>
Farebox Revenue	\$4,683	\$2,592	80.7%	\$4,683	\$2,592	80.7%
Rev./Exp. Ratio	7.0%	4.6%	54.0%	7.0%	4.6%	54.0%
Exp./Passenger	\$19.85	\$18.67	6.3%	\$19.85	\$18.67	6.3%
Exp./Rev. Mile	\$3.53	\$3.49	1.3%	\$3.53	\$3.49	1.3%
Exp./Rev. Hour	\$37.95	\$36.86	3.0%	\$37.95	\$36.86	3.0%

# CYRIDE QUARTERLY OPERATIONS REPORT

July 1st, 2022 to September 30st, 2022 (1st Quarter)

	FY 2023 1st Qtr	FY 2022 1st Qtr	% CHANGE	FY 2023 YTD	FY 2022 YTD	% CHANGE
<b>MOONLIGHT EXPRESS</b>						
Passengers	3,192	2,492	28.1%	3,192	2,492	28.1%
Revenue Miles	3,852	2,762	39.4%	3,852	2,762	39.4%
Revenue Hours	312	201	55.4%	312	201	55.4%
Revenue Miles per Hour	12.3	13.8	-10.3%	12.3	13.8	-10.3%
Pass./Rev. Mile	0.8	0.9	-8.1%	0.8	0.9	-8.1%
Pass./Rev. Hour	10.2	12.4	-17.6%	10.2	12.4	-17.6%
Operations Expense	\$11,516	\$7,762	48.4%	\$11,516	\$7,762	48.4%
Maintenance Expense	\$7,029	\$4,632	51.7%	\$7,029	\$4,632	51.7%
Total Expenses	<u>\$18,545</u>	<u>\$12,394</u>	<u>49.6%</u>	<u>\$18,545</u>	<u>\$12,394</u>	<u>49.6%</u>
Exp./Passenger	\$5.81	\$4.97	16.8%	\$5.81	\$4.97	16.8%
Exp./Rev. Mile	\$4.81	\$4.49	7.3%	\$4.81	\$4.49	7.3%
Exp./Rev. Hour	\$59.46	\$61.75	-3.7%	\$59.46	\$61.75	-3.7%
<b>OPERATIONS REVENUE</b>						
Farebox	\$53,589	\$43,366	23.6%	\$53,589	\$43,366	23.6%
Transit Contracts	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
I.S.U.	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Student Body Government	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
City of Ames	\$197,508	\$118,489	66.7%	\$197,508	\$118,489	66.7%
IDOT - STA	\$263,709	\$291,473	-9.5%	\$263,709	\$291,473	-9.5%
Section 5307	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Other Grants	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Other	\$20,726	\$39,512	-47.5%	\$20,726	\$39,512	-47.5%
Total Operating Revenue	<u>\$535,532</u>	<u>\$492,840</u>	<u>8.7%</u>	<u>\$535,532</u>	<u>\$492,840</u>	<u>8.7%</u>
<b>TOTAL EXPENSES</b>						
Administration	\$225,797	\$264,148	-14.5%	\$225,797	\$264,148	-14.5%
Safety & Training	\$134,578	\$140,596	-4.3%	\$134,578	\$140,596	-4.3%
Promotion	\$18	\$0	#DIV/0!	\$18	\$0	#DIV/0!
Bldg. & Grounds	\$55,184	\$48,835	13.0%	\$55,184	\$48,835	13.0%
Fixed Route	\$1,770,684	\$1,795,919	-1.4%	\$1,770,684	\$1,795,919	-1.4%
Dial-A-Ride	\$66,680	\$56,826	17.3%	\$66,680	\$56,826	17.3%
Moonlight Express	\$18,545	\$12,394	49.6%	\$18,545	\$12,394	49.6%
Operating Total	<u>\$2,271,486</u>	<u>\$2,318,718</u>	<u>-2.0%</u>	<u>\$2,271,486</u>	<u>\$2,318,718</u>	<u>-2.0%</u>
Farebox Revenue	\$53,589	\$43,366	23.6%	\$53,589	\$43,366	23.6%
Farebox Rev./Exp. Ratio	2.4%	1.9%	26.1%	2.4%	1.9%	26.1%
Admin. Expense/Pass.	\$0.47	\$0.58	-19.0%	\$0.47	\$0.58	-19.0%
Admin. Exp./Rev. Mile	\$1.32	\$1.44	-8.6%	\$1.32	\$1.44	-8.6%
Admin. Exp./Rev. Hour	\$13.62	\$14.93	-8.8%	\$13.62	\$14.93	-8.8%
Total Expense/Passenger	\$2.57	\$2.96	-13.4%	\$2.57	\$2.96	-13.4%
Total Expense/Rev. Mile	\$7.21	\$7.38	-2.3%	\$7.21	\$7.38	-2.3%
Total Expense/Rev. Hour	\$74.43	\$76.33	-2.5%	\$74.43	\$76.33	-2.5%