



November 30, 2022

AMES TRANSIT AGENCY BOARD OF TRUSTEES

The Ames Transit Agency Board of Trustees met on November 30, 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, and Schainker present.

APPROVAL OF OCTOBER 26, 2022, MINUTES:

Trustee Beatty-Hansen made a motion to adopt the October 26, 2022, Transit Board minutes as presented; Trustee Ludwig seconded the motion. (Ayes: 5 Nays: 0) Motion carried.

PUBLIC COMMENTS:

None.

FREE RIDES ON ELECTION DAY:

Director Neal requested formal approval of allowing all passengers to ride fare-free on both fixed routes and Dial-A-Ride services on Election Day 2022. The board members had previously informally approved the measure via email communication. The total cost for the day was \$589.

Director Neal recommended approval of Alternative #1. Allowing all passengers to board for free on Election Day helped expand access to voting and generates goodwill with the public at a minimal financial cost.

Trustee Beatty-Hansen made a motion to approve Alternative #1 for 2022 and all future election dates; Trustee Ludwig seconded the motion. (Ayes: 5 Nays: 0) Motion carried.

RATE SETTING RESOLUTION – FY 2024 BUDGET:

Director Neal requested approval of the Rate Setting Resolution for the FY 2024 budget year. There were no changes to the fare or rate structure other than the dates that passes are sold.

Director Neal recommended approval of Alternative #1. Adopting the proposed rates would fulfill the ordinance requirements and maintain last year's fare structure for the upcoming budget year.

Trustee Schainker made a motion to approve Alternative #1; Trustee Norton seconded the motion. (Ayes: 5 Nays: 0) Motion carried.

MEMORANDUM OF AGREEMENT WITH IOWA DEPARTMENT OF TRANSPORTATION FOR SHARED SPACE:

Director Neal requested approval of the Memorandum of Agreement with the Iowa Department of Transportation to share its CDL skills testing site. CyRide has been working to become a third-party CDL tester for the State of Iowa, and part of the agreement requires CyRide to have a CDL skills testing site approved by the IDOT. The IDOT agreed to allow CyRide to share its space once both parties signed the agreement.

Director Neal recommended approval of Alternative #1. Approving the MOA will allow CyRide to share the IDOT CDL skills testing site, reducing administrative costs.

Trustee Ludwig made a motion to approve Alternative #; Trustee Norton seconded the motion. (Ayes: 5 Nays: 0) Motion carried.

MEMORANDUM OF UNDERSTANDING RENEWAL WITH STORY COUNTY MEDICAL CENTER:

Director Neal requested approval of a Memorandum of Understanding with the Story County Medical Center to provide transportation services if Story County declared an emergency proclamation. The agreement was last executed on January 9, 2020, and is similar to other emergency service MOUs for fire and police services to support the area.

Trustee Schainker and Trustee Norton had some concerns about the language of the MOU and requested CyRide consult with the Legal Department.

Trustee Ludwig made a motion to table this item, pending consultation by the Legal Department; Trustee Norton seconded the motion. (Ayes: 5 Nays: 0) Motion carried.

FACILITY EXPANSION - DISCUSSION:

Director Neal presented information on a possible facility expansion option. Recent legislation has substantially increased the Federal Bus and Bus Facilities competitive grant program, Section 5339(b), with the Infrastructure Investment and Jobs Act providing nearly \$2 billion over the next five years to this program. As a result, CyRide worked with the on-call architecture and engineering firm to develop a preliminary design for an on-site expansion of the garage and administrative space, which is needed to prepare for a facility grant application.

ISU Campus Planner Sarah Lawrence was present for the discussion and presented some concerns Facilities Planning & Management had about the initial rendering to the group. Transit Board members discussed Iowa State University's concerns with the preliminary design plan. Trustee Norton said these issues would need to be addressed before moving forward on an expansion. Board members also acknowledged the fiscal benefit of the increased funding available in a potential grant.

Trustee Schainker made a motion to develop a plan to expand the CyRide facility in its current location, with the first step being to work with Iowa State University to get an approved site development plan and then move ahead with an expansion grant as quickly as possible; Trustee Ludwig seconded the motion. (Ayes: 5 Nays: 0) Motion carried.

MONTHLY REPORT:

Battery Electric Bus Update: NOVA Bus has informed CyRide that the delivery of the two battery electric buses has been delayed until February due to supply chain disruption.

Winter Season Preparation: Maintenance staff has begun preparations for the winter operational season. The training staff has also been reviewing materials with drivers for techniques on winter driving.

Theodore and Mr. Gobbles on the Buses: Both turkeys were on routes before Thanksgiving to bring cheer to passengers and the community.

Restoration of Weekend Service: Due to staffing improvements, CyRide will fully restore the #1 Red and #3 Blue routes on December 3.

Quarterly Report: The Quarterly Report shows our ridership levels continuing to slowly increase.

Spring meeting dates: Due to the availability of the board members, the Spring Meeting dates will be the 4th Thursday of the month at 5:00 p.m.

- January 26, 5:00 p.m.
- February 23, 5:00 p.m.
- March 23, 5:00 p.m.
- April 27, 5:00 p.m.
- May 25, 5:00 p.m.

Adjourn: Trustee Ludwig made a motion to approve adjourning at 4:50 p.m.; Trustee Beatty-Hansen seconded the motion. (Ayes: 5 Nays: 0) Motion carried.

Liz Jeffrey, President

Cheryl Spencer, Recording Secretary