



FEBRUARY 23, 2023

AMES TRANSIT AGENCY BOARD OF TRUSTEES

The Ames Transit Agency Board of Trustees met on February 23, 2023, at 5:00 p.m. in the CyRide Conference room. President Jeffrey called the meeting to order at 5:05 p.m. with Trustees Beatty-Hansen, Ludwig, Norton, Schinker, and Schnepf present.

APPROVAL OF JANUARY 26, 2023, MINUTES:

Trustee Ludwig made a motion to adopt the January 26, 2023, Transit Board minutes as presented; Trustee Schinker seconded the motion. (Ayes: 6 Nays: 0) Motion carried.

PUBLIC COMMENTS:

None.

SURFACE TRANSPORTATION BLOCK GRANT PROGRAM FUNDING REQUEST FY2027:

Director Neal requested approval to submit a Surface Transportation Block Grant request. CyRide would like to request \$225,000 from the Ames Area Metropolitan Planning Organization (AAMPO) to upgrade a 40' bus to a battery electric bus (BEB).

Director Neal recommended approval of Alternative #1 to submit a grant request to the AAMPO for \$225,000. If awarded, these federal funds would help CyRide continue to move toward a more efficient and sustainable fleet.

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

APPROVAL OF MODIFIED GRANT FUNDING AND LOCAL COMMITMENT FOR BUS CONTRACTS:

Director Neal requested additional funding for the purchase of five buses. As previously discussed at board meetings, CyRide has been working with the Iowa DOT to address the contract cancelled for two low-floor cutaway buses. In January, CyRide was notified that the IDOT was increasing state funds for these buses, two 40' diesel buses, and the DAR bus leased to HIRTA. The total additional local funding needed for these buses is \$30,396. At the April 2022 board meeting, the board approved an additional \$29,186; therefore, that amount and an additional \$1,210 would need to be reallocated from the operations fund closing balance.

Director Neal recommended approval of Alternative #1 to accept the new funding levels, which will allow CyRide to replace obsolete buses with newer vehicles.

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

PRINCIPAL CLERK STATUS CHANGE:

Director Neal requested approval to change the status for the principal clerk position to an earlier start date. At the December 2022 board meeting, the board approved changing the principal clerk position in the maintenance division to three-quarter time, effective July 1, 2023. Typically, CyRide receives three to four buses a year; however in a short time frame, that amount has increased to nine buses this year, with two BEBs expected by the end of March. The maintenance division will also need to dispose of 11 buses replaced by these new buses. Adding and disposing of this volume of vehicles in a short amount of time has significantly increased the workload for the principal clerk. The estimated cost of making this change beginning March 1, 2023, would be \$5,700.

Director Neal recommended Alternative #1 to move this position to three-quarter time sooner, which would help address the additional workload.

Trustee Jeffrey asked if the union would need to be involved in this decision. Director Neal clarified that the board had the authority to change it.

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

MONTHLY REPORT:

Dial-A-Ride Survey and Contract: CyRide contracts with Heart of Iowa Regional Transit Agency (HIRTA) to operate Dial-A-Ride services and are currently working on the annual satisfaction survey. The contract with HIRTA will expire on June 30. Director Neal inquired if the board was agreeable to pursuing a new contract with HIRTA and, if so, CyRide would work with HIRTA and the Legal Department on the new contract and proposed rate. The board indicated they were interested in this.

Fuel Contract: Fuel is purchased through a contract with Renewable Energy Group (REG), which will end on June 30. CyRide will be working with the Purchasing Department to release a new RFP for fuel, which will be brought to a future board meeting.

Buses and Bus Facilities Grant Opportunity: Due to extreme volatility in pricing, staff believes submitting a Bus and Bus Facility grant this year would be challenging. Recent pricing information from manufacturers indicates that the cost of BEBs has increased considerably due to ongoing component cost increases, and CyRide is getting updated pricing for the current BEB projects. Based on preliminary information, it is believed that additional local match from the reserve fund will be necessary for these BEBs. If the board wishes to submit a grant application, a special meeting will need to be scheduled to identify the local match necessary and get board authorization on the project. The board indicated they would follow CyRide's guidance on not submitting for a grant and want information on the BEB pricing when it is compiled.

Biodiesel Pilot Project: CyRide has been in discussions with REG/Chevron about a pilot project to convert a small portion of the diesel fleet to run on B100, which is the same technology Public Works

snowplows are using. Staff has reviewed the technology and believes it is a good opportunity to use more biofuels, but it will require additional capital. Director Neal inquired if the board was interested in pursuing the project and, if so, CyRide will work with REG/Chevron on a proposal and bring it to a future board meeting. The board indicated they were interested in this.

Ames Intermodal Facility Leases: The Ames Intermodal Facility's two private company tenants, Executive Express and Jefferson Lines, pay a monthly rate, which is evaluated based on the Producer Price Index with any rent increases going into effect July 1. Given the economic challenges still facing both tenants, CyRide is recommending maintaining the current lease rates for another year. The proposed FY 2024 monthly lease rates provided by Mark Miller were included. Director Neal inquired if the board was agreeable to continue at the current lease rate and, if so, CyRide would work with the Legal Department to prepare any necessary documents. Trustees Norton and Schainker and the rest of the board indicated they were agreeable to it.

Quarterly Report: Each quarter, a detailed report regarding the overall performance of CyRide is generated. Of note, ridership and passengers per revenue hour and mile continue to rebound.

Spring meeting dates:

- March 30, 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 5:27 p.m.; Trustee Beatty-Hansen seconded the motion. (Ayes: 6 Nays: 0) Motion carried.

Liz Jeffrey, President

Cheryl Spencer, Recording Secretary