



AUGUST 17, 2023
AMES TRANSIT AGENCY BOARD OF TRUSTEES

The Ames Transit Agency Board of Trustees met on August 17, 2023, at 4:00 p.m. in the CyRide Conference room. President Beatty-Hansen called the meeting to order at 4:00 p.m. with Trustees Lee, Norton, and Schainker present.

APPROVAL OF JULY 20, 2023, MINUTES:

Trustee Norton made a motion to adopt the July 20, 2023, Transit Board minutes as presented; Trustee Schainker seconded the motion. (Ayes: 4 Nays: 0) Motion carried.

PUBLIC COMMENTS:

None.

AGENCY SAFETY PLAN ANNUAL REVISION AND CERTIFICATION:

Director Neal requested that the board approve recertifying CyRide's Agency Safety Plan (ASP). The Federal Transit Administration requires transit systems that receive federal funds under Urbanized Area Formula Grants to develop and maintain ASPs and have them annually reviewed, updated, and approved by the board.

Director Neal recommended that the board approve Alternative #1 to approve the ASP, which will continue to reinforce our safety culture, ensure compliance with FTA regulations, and maintain our ability to receive federal funding.

Trustee Schainker made a motion to approve Alternative #1; Trustee Norton seconded the motion. (Ayes: 4 Nays: 0) Motion carried.

AWARD OF CONTRACT FOR RECONDITIONED REPLACEMENT ENGINE:

Director Neal requested that the board approve the award of contract for the purchase of replacement engines. CyRide has three vehicles removed from regular service due to excessive crankcase pressure from cylinder wear. MHC Kenworth was the low bid, with a total bid cost of \$116,200.47.

Director Neal recommended approval of Alternative #1 to approve the award of contract to MHC Kenworth, which will allow CyRide to make repairs to the three vehicles, return them to regular service, and keep the fleet in a state of good repair.

Trustee Norton made a motion to approve Alternative #1; Trustee Schainker seconded the motion. (Ayes: 4 Nays: 0) Motion carried.

FY 2023 PRELIMINARY OPERATIONS FUND CLOSING BALANCE DISCUSSION:

Director Neal requested board direction on potentially reallocating funds from the operations fund closing balance. Formal adoption of any options would be part of budget discussions at the September board meeting. The board has an established policy that the operating fund closing balance should be between 7.5 and 10% of operating expenses, and funds above the maximum percentage can be considered for reprogramming to meet additional operating or capital needs.

Items recommended by staff were transferring additional local match funding to the facility expansion reserve, transferring additional funding for delayed capital projects that are currently not in the CIP, and allocating funds to the capital fund for an uncommitted purpose until a need is identified.

Board members discussed suggestions they had for the funds. Fareless was one option. Board members were interested in it, but some also expressed concern that the study wasn't in-depth enough to fully determine the costs and changes needed for a fareless system. Director Neal stressed that ridership hasn't yet stabilized sufficiently for a system recalibration. Board members expressed interest in some of the service requests citizens had asked for and were also interested in utilizing the funds to subsidize the partner contributions. Director Neal informed the board that information would be brought back at the September meeting for a formal request for the reallocation of funds.

MONTHLY REPORT:

Battery Electric Bus Deployment Update: The battery electric buses were put in service on July 10 and have performed well.

CTAA Sun Conference: Chris Crippen and Barb Neal attended the CTAA Sun Conference in Gulfport, MS. There were some productive peer group roundtable discussion opportunities about bus costs, delivery lag times, fareless systems, ridership, and funding.

Section 5310 Subrecipient Review: The Iowa DOT conducted a compliance and good practice review on CyRide. Six items needed attention or improvement.

Ridership Update: CyRide ended FY 2023 with a 12.9% increase in ridership over the last fiscal year. Ridership of passengers who do not pay a fare, typically ISU students, increased by 12.2%.

Quarterly Report: The April 2023 through June 2023 quarterly report was reviewed.

Fall meeting dates:

- August 31, 4:00 p.m. (Special Meeting)
- September 21, 4:00 p.m.
- October 19, 4:00 p.m.
- November 16, 4:00 p.m.
- December 21, 4:00 p.m.

Adjourn: Trustee Norton made a motion to approve adjourning at 5:10 p.m.; Trustee Lee seconded the motion. (Ayes: 4 Nays: 0) Motion carried.

Bronwyn Beatty-Hansen, President

Cheryl Spencer, Recording Secretary