



Transit Board Meeting
AGENDA

**AMES TRANSIT AGENCY
BOARD OF TRUSTEES**

CYRIDE CONFERENCE ROOM – December 21, 2023

1. CALL TO ORDER: 4:00 p.m.
2. Approval of Minutes from November 16, 2023
3. Public Comments
4. Award of Contract for Reconditioned Replacement Engines
5. FY 2025 Budget
6. Monthly Report
7. Spring Meeting Dates / Times
 - January 18
 - February 15
 - March 21
 - April 18
 - May 16
8. Adjourn



NOVEMBER 16, 2023
AMES TRANSIT AGENCY BOARD OF TRUSTEES

The Ames Transit Agency Board of Trustees met on November 16, 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 Clark, Janes, Lee, and Schainker present.

APPROVAL OF OCTOBER 19, 2023, MINUTES:

Trustee Schainker made a motion to adopt the October 19, 2023, Transit Board minutes as presented; Trustee Janes seconded the motion. (Ayes: 5 Nays: 0) Motion carried.

PUBLIC COMMENTS:

Director Neal presented a public comment submitted by Bob Bourne about the environmental impacts of moving from diesel to electric buses, as well as a marketing study. Trustees expressed interest in pursuing marketing strategies. Director Neal will bring marketing information back to the board at a future meeting.

RATE SETTING RESOLUTION – FY 2025 BUDGET:

Director Neal requested board approval of the FY 2025 Budget Rate Setting Resolution. City ordinances require the board to annually set the fare and rate structure for the next budget year. The only changes were modifications to the dates that passes will be sold, and no changes were recommended to the fare structure.

Director Neal recommended that the board approve Alternative #1 to adopt the proposed rate setting resolution and fulfill the city ordinance requirements while maintaining last year's fares.

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

APPROVAL OF PLANS AND SPECIFICATIONS FOR SECURITY SYSTEM UPGRADE PHASE II:

Director Neal requested board approval of the release of plans and specifications for CyRide's security system upgrade, phase II. Safety is CyRide's highest priority, and part of this commitment includes monitoring the facility and the vehicles in and around it. The Transportation Security Administration (TSA) worked with the organization to identify areas for security improvement. The first phase of the facility security project was completed in 2017. CyRide currently has \$200,000 programmed into the Capital Improvements Plan (CIP) for phase II of the project. The current cost estimate for the project is \$225,280, including a 10% contingency fund. To ensure the project stays within budget, the procurement has been structured as a base bid with four alternates that could be individually exercised as funding allows. If approved, the bids would be due on January 10, 2024, and reported to the board at the January meeting.

Director Neal recommended that the board approve Alternative #1 to approve the plans and specifications, which will help CyRide improve visual monitoring capabilities and expand security hardware.

Trustee Janes asked if the holidays would affect the bid. Assistant Director of Operations James Rendall answered that he did not believe so because we already have contractors who are aware of and interested in the project. Trustee Janes inquired about the project timeline. Rendall answered that it isn't clear at this point, but it would likely begin in six months or during the summer.

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

AWARD OF CONTRACT FOR BATTERY ELECTRIC BUSES:

Director Neal requested board approval for the award of contract for additional battery electric buses (BEBs). CyRide currently has two BEBs. The Zero Emission roadmap for CyRide, developed by the Center for Transportation and the Environment (CTE), has indicated that up to 17 BEBs could be supported in the CyRide fleet. CyRide has been awarded three federal grants to fund replacing up to five 40' diesel buses with BEBs for a total project budget of \$5,422,440. Due to the current BEB manufacturer, NOVA, closing its U.S. plant, CyRide cannot purchase future buses from them. CyRide evaluated the current BEB manufacturers and identified Gillig as the preferred manufacturer. The price per bus from Gillig is \$1,157,896 and is expected to increase by 12-20% in January 2024. To fund the additional cost of five vehicles, staff recommended using the BEB reserve capital fund, which currently has a balance of \$1,000,000. The board could also preserve the original budget and purchase four BEBs without requiring additional local funding.

Director Neal recommended that the board approve Alternative #1 to award of contract to Gillig LLC of Livermore, California, for five 40' battery electric buses for a total cost not to exceed \$5,789,480.

Trustee Clark inquired about the timeline for acquiring the buses after purchase. Rendall answered that it is 18-24 months after the purchase order or around the year-end of 2025.

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

MONTHLY REPORT:

Winter Season Preparation: With colder weather approaching, the maintenance staff has begun preparations for the winter operational season.

Theodore & Mr. Gobbles on the Buses: Theodore and Mr. Gobbles are both out on route.

Ames Public Art Commission: Christine Crippen and Barbara Neal met with Ames Public Art Commission (PAC) members who have ideas for art displays near bus shelters. PAC will develop a proposal and present it at a future meeting.

Facility Update: A facility expansion will be necessary for future growth and to make indoor space to house the buses parked outside. A finalized facility design and approval of a discretionary grant submission will be brought for consideration at a future meeting.

Quarterly Report: The quarterly report was presented. Ridership was up approximately 17%. The #3 Blue route ridership was up 20.5%, #6 Brown was up 42.6%, #21 Cardinal was up 26.1%, and #25 Gold was up 30.7%.

Fall meeting dates:

- December 21, 4:00 p.m.
- January 18, 4:00 p.m.
- February 15, 4:00 p.m.
- March 21, 4:00 p.m.
- April 18, 4:00 p.m.
- May 16, 4:00 p.m.

Adjourn: Trustee Schinker made a motion to approve adjourning at 4:32 p.m.; Trustee Clark seconded the motion. (Ayes: 5 Nays: 0) Motion carried.

Bronwyn Beatty-Hansen, President

Cheryl Spencer, Recording Secretary

December 21, 2023

Award of Contract for Reconditioned Replacement Engines

CyRide Resource: James Rendall

BACKGROUND:

CyRide maintenance staff has determined that 40’ heavy-duty buses equipped with Cummins ISL engines purchased between 2008 and 2012 are approaching the end of the engine’s useful life. These vehicles are between 11 and 15 years old, with an average mileage of over 340,000. Due to cylinder wear some of these engines are exhibiting excessive crankcase pressure. The engines in units 105, 106, and 189 are experiencing the most severe issues, leading to their removal from regular daily service. After evaluating repair options, maintenance personnel have determined that these engines need to be replaced and that purchasing reconditioned engines will provide the best value for CyRide. Reconditioned engines are remanufactured by the original equipment manufacturer, providing a like-new engine with a two-year warranty. CyRide’s mechanics will provide the labor to install the reconditioned engines.

On November 21, 2023, CyRide, in coordination with the Purchasing Department, issued a request for quotation (RFQ) No. 2024-083. Bids were due on December 7, 2023. The RFQ required respondents to provide the cost of the base engine, shipping, and “core costs.” The core costs will be returned to CyRide when the used engine is returned to the successful bidder. CyRide received two bids in response to the RFQ. After evaluating responses, Trivista Companies Inc. of Altoona, Iowa, was identified as the lowest bidder. The bids are summarized in the table below, and the AmesBids sheet is attached to the board packet.

Bidder	Reconditioned Engine Cost	Engine Core Cost	Shipping Cost	Total Bid Cost
MHC Kenworth	\$101,108.39	\$16,875.00	\$0.00	\$117,983.39
Trivista Companies Inc.	\$99,862.78	\$16,875.00	\$0.00	\$116,737.78

CyRide currently plans for eight engine replacements per year in the parts budget. Staff has evaluated the parts budget and determined that purchasing three reconditioned engines will not exceed the budgeted amount.

ALTERNATIVES:

1. Approve award of contract for the purchase of three reconditioned engines to Trivista Companies Inc. of Altoona, Iowa, for a total cost of \$116,737.78.
2. Direct staff to proceed according to Transit Board priorities.

RECOMMENDATION:

It is the recommendation of the Transit Director to approve Alternative #1. This option will enable CyRide to make needed repairs to the three buses mentioned above and keep them in a state of good repair as required by the Federal Transit Administration.

Event Number	2024-083	Organization	City of Ames Purchasing
Event Title	Reconditioned Bus Engines	Workgroup	Purchasing
Event Description	Ames Transit Agency, dba: CyRide, is accept	Event Owner	Quinn Eggink
Event Type	RFQ	Email	quinn.eggink@cityofames.org
Issue Date	11/21/2023 08:30:24 AM (CT)	Phone	(515) 239-5128
Close Date	12/7/2023 02:00:00 PM (CT)	Fax	

Responding Supplier	City	State	Response Submitted	Lines Responded	Response Total
Trivista Companies Inc.	ALTOONA	IA	11/28/2023 04:07:32 PM (CT)	9	\$116,737.78
MHC Kenworth	Des Moines	IA	11/21/2023 11:45:52 AM (CT)	9	\$117,983.39

Please note: Lines Responded and Response Total only includes responses to specification. No alternate response data is included.



December 21, 2023

FY 2025 Budget

CyRide Resource: Rob Jennings, Barbara Neal

BACKGROUND:

CyRide annually develops and presents a budget for consideration by the Transit Board of Trustees, reflecting anticipated revenues and expenses for the next budget year. Under the Intergovernmental Agreement between Iowa State University, the Student Government, and the City of Ames, the Transit Board of Trustees must approve a budget by January 21 each year.

The presented budget and capital plan support CyRide's goal of connecting people to their community with safe and efficient transportation that exceeds customer expectations. It also strengthens efforts to reduce carbon emissions and provide a sustainable community in which to live.

Ridership continues to increase, with the current year on track to end at about 80% of pre-pandemic levels. Community ridership is also rising, a positive indicator that residents are embracing transit as an alternative to other modes of transportation. There will still be challenges next year with staffing levels, inflation-related cost increases, and supply chain reliability. In this environment, CyRide is pleased to present a budget with low increases to the local funding partners that still includes significant initiatives designed to improve the quality and efficiency of CyRide services.

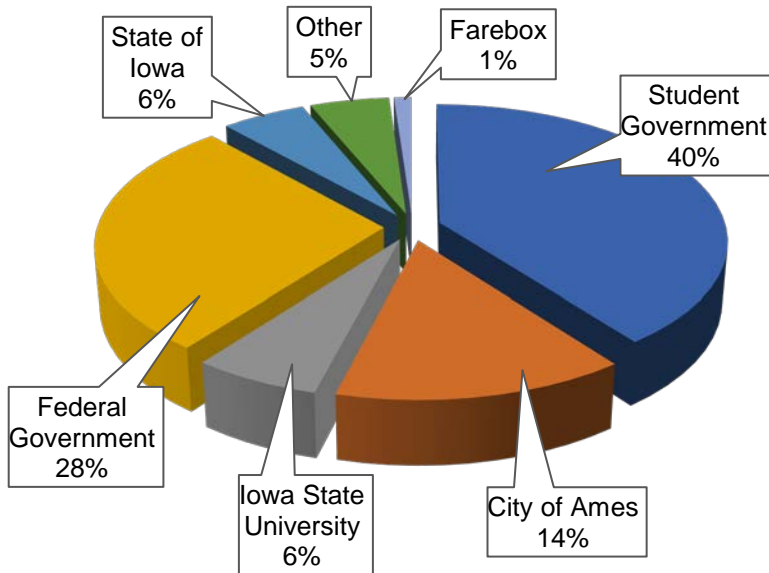
Efforts to bolster staffing through improved hiring, retention, and additional training opportunities will continue to be a high priority next year to ensure CyRide can meet our customers' service demands. Investing in our employees will help develop new leaders and enable CyRide to offer high-quality customer service at all levels of the organization.

Technology will be another crucial area in the coming year. CyRide plans to develop passenger facing information systems to enhance the rider experience and enable passengers to access transit services more easily. Improvements in data collection will also allow CyRide to evaluate the bus system's efficiency and measure the performance of the new electric buses in Ames.

Budgeted expenditures are expected to be balanced by anticipated revenues and reserves. The proposed FY 2025 budget includes expanding night and weekend bus service on three routes. Adding services to areas of the community not currently served by fixed routes improves customer service, advances equity, and helps build the infrastructure needed to implement a potential fareless option in the future. CyRide staff will pursue developing and implementing cost-effective strategies to continue growing ridership.

Current Year (FY 2024) Budgeted Revenues

CyRide’s revenue sources for the current fiscal year are shown below. The Transit Board approved revenue contributions by the three local funding partners in December 2022.



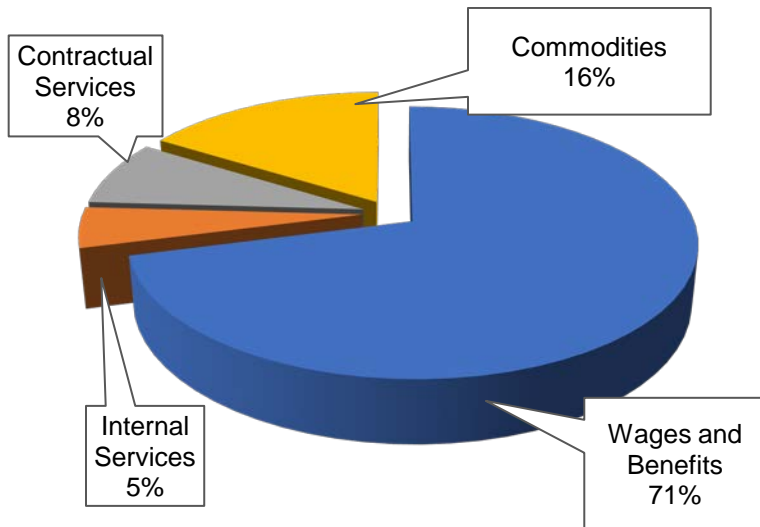
Funding Partner	Revenues
Student Government	\$ 5,856,316
City of Ames	\$ 2,120,043
Iowa State University	\$ 929,723
Federal Government	\$ 4,135,821
State of Iowa	\$ 800,000
Other	\$ 751,441
Farebox	\$ 166,400
Total Revenues	\$14,759,745

- Federal** – This revenue represents Federal Transit Administration (FTA) funding sources such as Section 5307, Section 5310, and Small Transit Intensive Cities (STIC). CyRide’s annual Section 5307 funds are directed toward employee wages and fuel. These funds were budgeted at \$4,135,821.
- State of Iowa** – The State of Iowa contribution is budgeted at \$800,000. This funding is State Transit Assistance (STA), which comes from new car sales. We anticipate the final funding amount for this revenue source to be similar to the prior year’s allocation.
- Other Revenue** – This category includes advertising, transit contracts, reimbursements, interest income, etc., and is budgeted at \$751,441.
- Farebox Revenue** – For the current year, farebox revenue is budgeted at \$166,400.

CyRide will continue to monitor revenue sources for significant deviations and bring information to the Transit Board if conditions change.

Current Year (FY 2024) Budgeted Operating Expenses

CyRide’s operating expenses for the current fiscal year are shown below, excluding transfers to support the capital plan.



Category	Expenses
Wages and Benefits	\$10,612,941
Commodities	\$ 2,425,175
Contractual Services	\$ 1,176,999
Internal Services	\$ 733,968
Refunds	\$ 600
Total Expenses	\$14,949,683

- Wages and Benefits** – This category is the largest expense in the CyRide budget. For the current budget year, wages and benefits are budgeted at \$10,612,941.

- Commodities** – Fuel, parts, and lubricants comprise the largest portion of this expenditure. Fuel is currently budgeted at \$4.03 per gallon. CyRide has paid an average of \$3.22 per gallon for fuel this fiscal year. Fuel prices have continued to be extremely volatile this year and are anticipated to continue through the rest of this budget year and beyond. To help offset any budget shortfalls, the Transit Board authorized the transfer of an additional \$500,000 to this line. CyRide will report significant cost changes to the Transit Board if they occur.
- Contractual Services** – For the current year, contractual items were budgeted at \$1,176,999.
- Internal Services** – For the current year, Internal Services account for \$733,968 of expenses.

CyRide will continue to monitor expenditures for significant deviations and bring information to the Transit Board if conditions change.

Reserve Fund Balances

CyRide maintains reserve funds in three separate accounts to provide financial stability to the organization. Reserves are kept in the Transit Operations Fund, Transit Capital Reserve Fund, and the Student Government Trust Fund.

Transit Operations Fund – CyRide maintains a closing balance in this fund to address unanticipated needs, satisfy the City’s reserve requirements for cash-flow purposes, meet local match requirements for grant opportunities, and help offset the local funding partners system subsidy. Transit Board policy is to have a closing balance between 7.5% and 10% of total expenditures. At the meeting on September 21, 2023, the Transit Board authorized CyRide to reallocate \$2,000,000 of the FY 2023 operations fund closing balance to the capital project fund for the facility expansion project and currently unprogrammed local capital projects. After the reallocation, the uncommitted closing balance is anticipated to be \$428,858, as indicated below. The Operations Fund closing balance preserves the Transit Board’s minimum balance goal with a final balance above the 10% threshold.

Operations Fund Activity	Dollars
Preliminary Operations Fund Balance	\$10,507,553
FY 2024 Federal Funds*	(\$2,400,000)
10% Closing Balance for FY 2024	(\$1,495,618)
FY 2024 Local Funding Partners System Subsidy	(\$846,439)
System Recalibration	(\$250,000)
Biodiesel Pilot Project	(\$86,638)
Reserved FY 2025 – FY 2029 Local Funding Partners System Subsidy	(\$3,000,000)
Local Match Facility Expansion/Building	(\$1,000,000)
Local Match for Delayed Local Capital Projects	(\$1,000,000)
Anticipated Uncommitted Balance after Reallocation	\$428,858

* These funds are needed for cash-flow purposes because federal funds are received after the budget year has been completed.

Transit Capital Reserve Fund – This fund is used for grant and capital activities. The balance remaining in the Capital Reserve Fund at the end of the current fiscal year is anticipated to be \$1,663,199, which will be carried over as the beginning balance for the next fiscal year to fund the purchase of rolling stock and next year’s facility improvement projects. This number does not include additional reserves allocated by the Transit Board for facility, bus replacements, and accessible technology.

Transit Student Government Trust Fund – This fund is used to stabilize contributions from the Student Government (SG) to CyRide’s operating budget. The fund balance fluctuates based on ISU enrollment, SG approved fees, and service levels. The fund has a target goal of 10% of the SG budget commitment to CyRide. The SG Trust Fund balance is projected to end the fiscal year with \$776,254 above the minimum reserve. Refer to the attached SG Trust Fund data for additional details.

FY 2025 Operating Budget Revenue Discussion

REVENUES	City Year-End Actuals		CyRide		
	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted	FY 2025 Requested	Change FY 2024 to FY 2025
Local Funding Partner Contributions					
Student Government (SG)	\$ 5,499,160	\$ 5,952,409	\$ 5,856,316	\$ 6,002,724	2.5%
SG Trust Fund Transfer	\$ 0	\$ (210,922)			
City of Ames	\$ 2,032,841	\$ 2,059,721	\$ 2,120,043	\$ 2,173,044	2.5%
Iowa State University	\$ 893,621	\$ 911,493	\$ 929,723	\$ 952,966	2.5%
Federal, State, Fares, and Other Revenue					
Federal Government	\$ 0	\$ 3,486,210	\$ 4,135,821	\$ 4,135,821	0.0%
CRRSSA and ARP	\$ 6,281,345	\$ 1,865,971			
State of Iowa	\$ 993,353	\$ 1,032,498	\$ 800,000	\$ 1,000,000	25.0%
Fares	\$ 148,583	\$ 205,387	\$ 166,400	\$ 185,600	11.5%
Other	\$ 1,070,611	\$ 1,151,953	\$ 751,442	\$ 984,105	31.0%
Total Revenues	\$16,919,514	\$16,454,720	\$14,759,745	\$15,434,260	4.6%

The baseline budget for the local funding partners shows a request of 2.5%. These funding levels will be discussed later in the overall budget consideration. However, the following revenue assumptions have been made for revenue sources other than those provided by the local funding partners.

- **Federal Government Funding** – This revenue represents Federal Transit Administration (FTA) funding sources such as Section 5307, Section 5310, and Small Transit Intensive Cities (STIC). The amount of assistance provided by the federal government is being budgeted at \$4,135,821.
- **State of Iowa Funding** – This revenue source comes from the State Transit Assistance (STA) funding. The State of Iowa’s assistance was increased to \$1,000,000 for the FY 2025 budget year. This revenue source was increased by \$200,000 over the FY 2024 budgeted amount to reflect expected allocations better.
- **Fare Revenue** – This revenue source is being set at \$185,600 in the FY 2025 budget, which is an increase of 11.5% from the current budget year to account for increasing community ridership.
- **Other Revenue** – This revenue source is being budgeted at \$984,105.

FY 2025 Budget Operating Expense Assumptions

EXPENDITURES	City Year-End Actuals		CyRide		
	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted	FY 2025 Requested	Change FY 2024 to FY 2025
Wages and Benefits	\$ 8,476,143	\$ 9,250,593	\$10,612,941	\$ 10,994,519	3.6%
Commodities	\$ 1,652,430	\$ 1,841,069	\$ 2,425,175	\$ 2,473,226	2.0%
Contractual Services	\$ 834,153	\$ 1,002,903	\$ 1,176,999	\$ 1,197,442	1.7%
Internal Services	\$ 620,220	\$ 651,336	\$ 733,968	\$ 820,091	11.7%
Refunds	\$ 244	\$ 23	\$ 600	\$ 600	0.0%
Total Expenditures	\$11,583,190	\$12,745,924	\$14,949,683	\$ 15,485,878	3.6%

The FY 2025 budget operating expenses assumptions represent an increase of 3.6% compared to the FY 2024 adopted budget. The following information shows the proposed operating expenses by category.

- **Wages and Benefits** – This expenditure is being increased by 3.6% overall for FY 2025. It includes increases due to contractual and noncontractual wages and benefits. It also includes adding a mechanic full-time equivalent (FTE) in the maintenance division.
- **Commodities** –The overall budget for commodities is being increased by 2.0% for FY 2025.
 - **Fuel** – The FY 2025 fuel budget has not increased from FY 2024 and is set at \$4.03 per gallon. Volatility in the fuel markets is expected to continue over the next budget year. If the price of fuel begins to approach the budgeted value, staff will bring an action item to the Transit Board with options for resolving the situation.
 - **Parts** – The FY 2025 parts budget has increased by 5.0% to \$691,951 to address the overall increase in prices being experienced. These parts are common items purchased for the repair and maintenance of the buses. Supply chain disruptions and issues with parts availability are expected to affect pricing through this next year.
- **Contractual Services** – Contractual expenditures include payments for services performed by outside professionals, contractors, and vendors for repairs and maintenance. This category also includes utilities paid by CyRide. Contractual expenses for FY 2025 are projected to increase by 1.7% overall.
- **Internal Services** – This category includes payments for services performed internally by other City of Ames departments, such as human resources, information technology, messenger services, etc. Internal services for FY 2025 will increase by 11.7%.

Capital Improvements Plan

CyRide’s annual capital budget provides funding for transit vehicles, facility improvements, bus stop renovations, transit technology projects, and shop and office equipment. CyRide annually develops a five-year Capital Improvements Plan (CIP) to align available resources with programmed capital projects to achieve and maintain a State of Good Repair (SGR) throughout its vehicle fleet, facilities, and other capital equipment. The FTA requires CyRide to have a Transit Asset Management (TAM) plan to manage capital assets and prioritize funding to maintain our facility and fleet in an SGR. Implementing the CIP depends on the availability of federal, state, and local funding. Effective planning helps provide a framework for capital improvements based on conditions and the availability of financial resources. After the Transit Board of Trustees approves the CIP, it is incorporated into the City of Ames Capital Improvements Plan annually in January.

If approved as part of the overall budget, CyRide would begin to purchase items contained in the first year of the CIP starting July 1, 2024. The remaining years are more fluid due to annual funding increases and decreases. The information below details the CIP’s first-year purchases.

FY 2025 Capital Request Summary

CAPITAL	City Year-End Actuals		CyRide	
	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted	FY 2025 Requested
Beginning Balance	\$2,627,314	\$ 7,063,108	\$10,877,395	\$ 1,663,199
Capital Revenues				
Federal/State Funding (Grants)	\$ 3,694,236	\$ 6,531,122	\$ 8,759,869	\$ 799,268
ISU Parking	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000
Interest Revenue	\$ (30,018)	\$ 116,312	\$ 7,000	\$ 7,000
Transfer from Transit Operations	\$ 5,401,961	\$ 4,193,914	\$ 2,800,000	\$ 800,000
Total Capital Revenues	\$ 9,083,179	\$10,858,348	\$11,583,869	\$ 1,623,268
Total Capital Available	\$11,710,493	\$17,921,456	\$22,461,264	\$ 3,286,467
Capital Expenditures				
Vehicle Replacement & Rehabilitation	\$ 3,409,244	\$ 6,908,327	\$ 9,388,745	\$ 583,480
Facility Improvements & Expansion	\$ 530,857	\$ 66,760	\$ 1,882,334	\$ 80,000
Technology	\$ 654,568	\$ 2,480	\$ 480,915	\$ 120,388
Bus Stop Improvements	\$ 0	\$ 0	\$ 70,000	\$ 95,000
Shop and Office Equipment	\$ 52,716	\$ 66,494	\$ 362,213	\$ 291,400
Total Capital Expenditures	\$ 4,647,385	\$ 7,044,061	\$12,184,207	\$ 1,170,268
Ending Balance	\$ 7,063,108	\$10,877,395	\$1,663,199*	\$ 2,116,199

*Does not include transfers to reserve funds

The FY 2025 budget reflects a transfer of \$800,000 to the capital fund to purchase buses and support facility improvements. The board approved an additional \$2,000,000 capital transfer to the FY 2024 budget at the September 21, 2023, meeting to provide funding for additional local capital projects and additional local match for future infrastructure grant opportunities. A variety of capital projects are planned for the upcoming fiscal year:

- **One New 40' Heavy-Duty Bus** – CyRide received grant funding for one new 40' bus. CyRide will receive 85% state funding for this bus. It will replace an existing 40' bus and assist CyRide in meeting its federal Transit Asset Management (TAM) plan goals.
- **One Support Vehicle** – The plan includes the replacement of one CyRide support vehicle. This vehicle is programmed to be a hybrid and is used to support operations.
- **Bus Stops and Shelters** – CyRide will update the bus stop improvement plan this year to ensure improvements enhance the passenger experience for the greatest number of riders. Automatic passenger counters (APCs) will allow CyRide to measure the precise number of passengers boarding and alighting from buses at each stop and help determine the appropriate amenities needed at each location. The Iowa DOT has also issued a report with recommended bus stop improvements along their roadways. Recommendations from the report will be incorporated into the updated bus stop improvement plan.
- **Bus Technology** – CyRide will continue advancing bus technology to improve system efficiency and the riding experience for passengers with disabilities. There will also be an investment in bus display monitors for newly purchased vehicles to display the upcoming stops along a route to help passengers with disabilities. The same monitors may also be used for advertising.
- **Concrete** – CyRide annually budgets funds to repair and replace concrete at bus stops and around the facility. The amount budgeted varies based on the amount of concrete expected to degrade each year.
- **Steam Cleaning Hoist** – CyRide plans to replace our current steam cleaning hoist. This equipment maintains heavy-duty vehicles and has reached the end of its useful life. Additionally, the existing equipment does not accommodate a 60' articulated bus.
- **Tire Balancer** – CyRide currently does not own the equipment to balance tires. Investing in a tire balancer will help increase the life of the tires and provide a better ride for our passengers.
- **Auxiliary Heaters** – The plan includes the installation of auxiliary heaters on several buses. These auxiliary heaters are used to help maintain the passenger area and engine temperatures during severely cold weather.

- **Shop Equipment** – The CyRide Maintenance Division owns several pieces of specialized equipment used to maintain buses in compliance with FTA regulations regarding vehicle maintenance. The specialized equipment includes parts washers, refrigerant recovery machines, lifts, and electronic diagnostic equipment. In FY 2025, CyRide plans to begin replacing the fluid reels within the maintenance facility. CyRide currently has thirty-seven fluid reels that have reached the end of their useful life and need replacing. CyRide Maintenance also plans to purchase a milling and CNC machine. Both machines will be used to maintain heavy-duty vehicles, allowing us to fabricate custom parts and accessories precisely to meet equipment specifications.
- **Computers/Office Equipment** – The FY 2025 office equipment expenditures include replacing computers, laptops, printers, office chairs, and stand-up-style desks at an estimated cost of \$14,400. Except for stand-up desks, these expenditures are used to replace old and obsolete equipment.

Remaining Four Years (FY 2026 - 2029)

Additional capital projects are scheduled in the remaining four years of the CIP if sufficient federal and state funding is available. Refer to the attached FY 2025 Capital Improvements Plan for complete details. Capital items in this period include:

- **40' and 60' Buses** – Four to six buses are scheduled each year of the four remaining years of the CIP. These buses would replace 40' buses and assist CyRide in meeting its federal TAM plan goals.
- **Battery Electric Buses (BEB)** – The CIP includes the replacement of three 40' diesel buses with battery electric buses, with one replaced each year in FY 2026, FY 2027, and FY 2028. In 2019, CyRide worked with the Center for Transportation and the Environment (CTE) to conduct a “Zero Emission Roadmap” to deploy electric bus technology through 2030. As a result, it was determined that seventeen BEBs could operate within our current route structure. In addition, CyRide will continue looking for grant opportunities to move toward more sustainable transportation.
- **Support Vehicles** – Administrative vehicles are replaced every four to six years, depending on conditions and fiscal constraints.
- **Bus Stop Improvements** – CyRide will continue to use automatic passenger counters (APCs) to measure the number of passengers boarding and alighting at bus stops, ensuring bus stop amenities improve and enhance the passenger experience for the greatest number of riders. CyRide also has programmed local funding for small concrete replacement projects in FY 2026 through FY 2029.
- **Concrete** – Funds for concrete replacement are budgeted annually based on the amount of concrete expected to degrade each year.

- **Snow Removal Equipment** – The CyRide Maintenance division is responsible for snow removal at the main facility, bus stops, and bus turnaround locations throughout Ames. We will invest in a self-contained snow blower to improve efficiency and safety.
- **Inground Bus Lift** – Currently, CyRide has one location to service 60' articulated buses. The articulated bus fleet is expected to increase to ten vehicles by FY 2025. Increasing the number of inground bus lifts will help accommodate these larger vehicles and is planned in FY 2026.
- **60' Brake Press** – CyRide has budgeted funds to purchase this specialized equipment. Investing in a brake press will allow CyRide to fabricate brackets and parts custom-made in-house. Many of the parts being fabricated are obsolete and no longer available. Having the ability to manufacture parts in-house will allow CyRide to continue to operate older vehicles.
- **Alignment Machine Rack** – The plan includes an alignment machine rack. This equipment will allow CyRide to align the suspension system better, reducing tire wear, improving bus handling, and improving the riding experience for the passengers.
- **Building Improvement and Expansion**
 - **Building Fire Suppression Upgrades** – With the expansion of battery electric buses to the fleet, a building fire suppression system will be necessary to mitigate battery fire risks within the facility. This upgrade would likely be funded with the assistance of a state grant.
 - **Fueling System Upgrade** – CyRide would replace its fuel dispensing system with a spill-free fueling system that is faster, has less waste, and is more environmentally sustainable. CyRide would look for state grant opportunities to assist with funding this project.
 - **Facility Expansion** – CyRide has budgeted funds to explore improvements and a possible facility expansion.

FY 2025 Budget Summary

The CIP budget for FY 2025 includes funding for one replacement 40' bus. There will be an investment in delayed capital projects to ensure CyRide is able to continue maintaining vehicles as technology evolves. If opportunities arise to support projects with discretionary grant funding, staff will bring items to the Transit Board for consideration.

The proposed FY 2025 operating budget totals \$15,485,878 and represents an increase of 3.6% from the adopted FY 2024 budget. In September, the Transit Board informally concurred with including four recommended items in the FY 2025 baseline budget, including expanding night and weekend bus service on three routes. These expansions include extending evening service on the #6 Brown route to the Research Park area after 8:00 p.m. Monday through Friday and adding weekend service on the #9 Plum and #11 Cherry routes. Adding services to areas of the community not currently served by fixed routes will improve customer service, advance equity, and help build the infrastructure needed to implement a potential fareless option in the future. The FY 2025 budget also includes adding an additional Mechanic FTE. **These four changes were included in the baseline budget and will require a 2.5% increase from local funding partners.**

CyRide is seeking board input on the recommended budget and if any modifications should be included. The Transit Board may vote on a final budget at the December meeting or defer action until a special January meeting. If action is deferred, the board will also need to determine a January board meeting date to meet the required Intergovernmental Agreement deadline of January 21.

ALTERNATIVES:

1. Approve the FY 2025 budget as proposed, with a 2.5% cost increase to the local funding partners.
2. Defer approval, direct staff to modify the FY 2025 budget according to Transit Board priorities, and set a January Transit Board meeting date to meet the Intergovernmental Agreement deadline of January 21.

RECOMMENDATION:

The Transit Director recommends approval of Alternative #1 to approve the FY 2025 budget as presented. This budget allows CyRide to continue offering the high level of transit services the community relies upon with low increases to the local funding partners and includes significant initiatives designed to improve the quality and efficiency of CyRide services.

BUDGET ANALYSIS - 2023 Actual, 2024 Amended, 2025 Requested

12/08/23	11:50 AM		10/18/2022	10/2/2023					
		18-19	19-20	20-21	21-22	22-23	23-24	23-24	24-25
		Actual	Actual	Actual	Actual	Actual	Adopted	Amended	Requested
FIXED ROUTE									
550-1221	Operations	\$6,436,100	\$6,238,368	\$6,186,971	\$6,423,269	\$6,989,829	\$8,391,890	\$8,400,852	\$8,646,437
550-1222	Maintenance	\$2,369,916	\$2,196,103	\$2,121,874	\$2,658,022	\$3,058,725	\$3,724,173	\$3,852,571	\$3,854,163
FIXED ROUTE TOTAL		\$8,806,016	\$8,434,471	\$8,308,845	\$9,081,291	\$10,048,554	\$12,116,063	\$12,253,423	\$12,500,600
DIAL-A-RIDE									
550-1341	Operations	\$160,672	\$154,967	\$129,217	\$243,104	\$254,746	\$260,284	\$285,284	\$285,729
550-1342	Maintenance		\$0	\$0	\$0	\$0	\$0	\$0	\$0
DIAL-A-RIDE TOTAL		\$160,672	\$154,967	\$129,217	\$243,104	\$254,746	\$260,284	\$285,284	\$285,729
ADMINISTRATION/SUPPORT									
550-1101	Administration	\$1,405,819	\$1,167,463	\$1,086,923	\$1,289,435	\$1,328,082	\$1,457,614	\$1,492,383	\$1,540,497
550-1102	Safety/Training	\$366,487	\$397,887	\$444,302	\$561,533	\$620,271	\$614,755	\$611,293	\$636,971
550-1103	Promotion	\$2,565	\$1,741	\$751	\$4,203	\$1,673	\$10,350	\$10,350	\$6,550
550-1105	Bldg/Grounds	\$386,302	\$366,200	\$368,006	\$403,627	\$492,780	\$490,618	\$499,659	\$515,532
ADMIN/SUPPORT TOTAL		\$2,161,174	\$1,933,291	\$1,899,982	\$2,258,799	\$2,442,807	\$2,573,337	\$2,613,685	\$2,699,550
TOTAL OPERATING EXPENSES		\$11,127,863	\$10,522,729	\$10,338,044	\$11,583,193	\$12,746,107	\$14,949,684	\$15,152,392	\$15,485,879
TRANSFER TO SG TRUST		\$226,455	\$464,178					\$210,922	
TRANSFER TO CAPITAL FUND		\$800,000	\$902,520	\$1,057,193	\$5,401,961	\$4,193,914	\$800,000	\$2,800,000	\$800,000
TOTAL USED		\$12,154,318	\$11,889,427	\$11,395,237	\$16,985,154	\$16,940,021	\$15,749,684	\$18,163,314	\$16,285,879
OPENING BALANCE		\$4,306,970	\$4,842,009	\$5,895,307	\$10,846,451	\$10,781,932	\$10,507,553	\$10,507,553	\$7,313,983
OPERATING REVENUE		\$12,689,357	\$12,942,725	\$16,346,381	\$16,919,515	\$16,665,642	\$14,759,745	\$14,969,744	\$15,434,260
TOTAL AVAILABLE		\$16,996,327	\$17,784,734	\$22,241,688	\$27,765,966	\$27,447,574	\$25,267,297	\$25,477,297	\$22,748,244
Committed Funds					\$3,884,593	\$2,766,638	\$2,766,638	\$2,680,000	\$2,650,000
Closing Balance Excess of 10%					\$5,770,605	\$6,466,304		\$3,118,744	
CLOSING BALANCE		\$4,842,009	\$5,895,307	\$10,846,451	\$1,125,614	\$1,274,611	\$6,750,975	\$1,515,239	\$3,812,365
Closing/Operating Total		43.5%	56.0%	104.9%	9.7%	10.0%	45.2%	10.0%	24.6%
REVENUE/EXPENSE RATIO		114.3%	123.0%	158.1%	146.1%	130.8%	98.7%	98.8%	99.7%

ISU Student Fees and Trust Fund Summary
Minimum Reserve Fund of 10%, with 3.0% and 3.5% Annual Budget Increases
Fall 2024 Enrollment Projections for 29,500 Students

CyRide Budget	Actual 21-22	Actual 22-23	Projected 23-24	Projected 24-25	Projected 25-26	Projected 26-27	Projected 27-28	Projected 28-29
Budgeted Commitment	\$5,741,487	\$5,741,487	\$5,856,316	\$6,032,006	\$6,212,966	\$6,399,355	\$6,623,332	\$6,855,149
Revenue Collected	\$5,499,160	\$5,952,409	\$6,207,954	\$6,192,140	\$6,208,554	\$6,287,045	\$6,411,106	\$6,629,097
Surplus/(Deficit)	(\$242,327)	\$210,922	\$351,637	\$160,134	(\$4,412)	(\$112,310)	(\$212,227)	(\$226,052)

TRUST FUND

Opening Balance	\$778,284	\$763,575	\$987,248	\$1,361,885	\$1,531,020	\$1,534,607	\$1,430,297	\$1,226,070
Interest	(\$14,710)	\$12,751	\$23,000	\$9,000	\$8,000	\$8,000	\$8,000	\$8,000
Transfers In (Out)	\$0	\$210,922	\$351,637	\$160,134	(\$4,412)	(\$112,310)	(\$212,227)	(\$226,052)
Ending Balance	\$763,575	\$987,248	\$1,361,885	\$1,531,020	\$1,534,607	\$1,430,297	\$1,226,070	\$1,008,018
Minimum Reserve Balance	\$574,149	\$574,149	\$585,632	\$603,201	\$621,297	\$639,936	\$662,333	\$685,515
Balance Above Min. Reserve	\$189,426	\$413,099	\$776,254	\$927,819	\$913,311	\$790,362	\$563,737	\$322,503

Increase	\$9.50	\$10.50	\$5.50	\$2.25	\$2.25	\$3.50	\$4.50	\$6.50
Total Fees	\$94.60	\$105.10	\$110.60	\$112.85	\$115.10	\$118.60	\$123.10	\$129.60
Official Enrollment	30,708	29,969	30,177	29,500	29,000	28,500	28,000	27,500

CyRide Capital - FY23 to FY29

\$2,000,000 Transfer in FY2024 (\$1,000,000 to Facility Expansion, \$500,000 Accessibility Tech. Replacement, \$500,000 Shop Tooling)

		FY23	FY24	FY25	FY26	FY27	FY28	FY29
Capital		Actual	Budget w/ CO's					
Beginning Balance		\$ 7,063,108	\$ 10,877,395	\$ 1,663,199	\$ 2,116,199	\$ 1,249,102	\$ 716,872	\$ 206,857
State/Federal Building	80%							
PTIG Building	80%	\$ 20,015	\$ 866,304		\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000
State/Federal Bus (60' Bus)(FY22)		\$ 410,426	\$ 966,874	\$ -				
State/Federal Bus (40' Bus)(FY22)		\$ 3,454,386						
State/Federal Bus (40' Bus)(FY23)	80%	\$ -	\$ 923,916	\$ 461,958	\$ 2,840,357	\$ 1,950,378	\$ 2,008,890	\$ 2,069,156
State/Federal Bus (40' Bus)(FY24)								
STBG Money		\$ 230,520	\$ 450,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ -
VW Award Money		\$ 890,000						
State/Federal BEB (FY21)		\$ 1,525,775	\$ 117,299					
State/Federal BEB (FY23)		\$ -	\$ 2,502,439		\$ 473,393	\$ 487,595	\$ 502,222	
State/Federal BEB (FY24)			\$ 2,218,500					
State/Federal Minibuses (FY22)	85%	\$ -	\$ 345,058					
State/Federal Minibuses (FY23 HIRTA)	85%	\$ -	\$ 168,507					
State/Federal Bus Stops	80%	\$ -	\$ 56,000	\$ 56,000	\$ 56,000	\$ 56,000	\$ 56,000	\$ 56,000
State/Federal Annunciators - LED	80%	\$ -	\$ -					
State/Federal Annunciators - APC		\$ -	\$ 37,016					
LED - Signage Infotainment		\$ -	\$ 72,249					
Infotainment (FY22)		\$ -	\$ 35,707	\$ 56,310				
ISU Parking		\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000
Interest		\$ 116,312	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000
GSB								
Capital Transfer		\$ 4,193,914	\$ 2,800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000
Capital Revenues		\$ 10,858,348	\$ 11,583,869	\$ 1,623,268	\$ 5,018,750	\$ 4,142,973	\$ 4,216,112	\$ 3,549,156

Total Available		\$ 17,921,456	\$ 22,461,264	\$ 3,286,467	\$ 7,134,948	\$ 5,392,075	\$ 4,932,984	\$ 3,756,014
	Grants							
Interior Improvement Project								
HVAC Replacement (Phase 2)	PTIG							
HVAC Replacement (Phase 3)	PTIG	\$ 25,018	\$ 582,334					
Shop Expansion	PTIG		\$ 750,000					
Building Fire Suppression (BEB)				\$ -	\$ 750,000			
Fueling System Upgrade (Spill Free)	PTIG					\$ 750,000		
Facility Expansion	PTIG						\$ 750,000	\$ 750,000
Articulated Bus (Grants)		\$ 801,183	\$ 1,700,000	\$ -				
Bus (Grants) BEB (FY21)		\$ 2,051,450	\$ 302,605					
Bus (Grants) BEB (FY23)		\$ -	\$ 2,964,986		\$ 1,061,000	\$ 1,092,830	\$ 1,125,615	
Bus (Grants) BEB (FY24)			\$ 2,610,000					
Bus (Grants) 40' Buses (FY22)		\$ 4,055,694						
Bus (Grants) 40' Buses (FY23)		\$ -	\$ 1,086,959	\$ 543,480	\$ 3,550,446	\$ 2,437,973	\$ 2,511,112	\$ 2,586,445
Bus (Grants) 40' Buses (FY24)								
Bus (Grants) Minibuses (FY22)		\$ -	\$ 425,951					
		11 Large Buses Tot. *2-40' BEB BUSES (778, 779) *8-40' HD BUSES (7132, 7123, 7125, 958, 956, 955, 957,1140) *1-Artic (1141)	9 Large Buses Tot. 2 ARTIC's(962, 502) *5 BEB BUSES (501, 503, 949, 950, 951) *2-40' Diesel Buses (953, 954) *3-Low-floor Minibuses (390, 391, 7654)	1 Large Bus Tot. * 1-40' HD BUSES (9070)	7 Large Buses Tot. * 1 BEB bus *6-40' HD BUSES(9072, 9074, 9077, 9071, 9075, 9073, 9078) NOT CURRENTLY FUNDED	5 Large Buses Tot. * 1 BEB(504) *4-40' HD Diesel BUSES (186,187,188,189)	5 Large Buses Tot. * 1 BEB * 4-40' HD BUSES (9 hybrids & 3 2010 buses need replaced)	4 Large Buses Tot. * 0 BEB * 4-40' HD BUSES (9 hybrids & 3 2010 buses need replaced)
HIRTA Bus	5310	\$ -	\$ 198,244					
Bus Stop Shelters	5310		\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000
Annunciators / AVL - LED Signage	5310							
LED Signage - Infotainment	5310	\$ -	\$ 90,319					
Infotainment (FY22)		\$ -	\$ 44,634	\$ 70,388				
APC Project	5312	\$ -	\$ 41,128					
Facility Improvements - Maint.		\$ -	\$ 75,000					
Facility Improvements - Interior		\$ -	\$ 50,000					
AVL Replacement (Local)		\$ -	\$ 100,000					
Bus Technology		\$ 2,480	\$ 204,834	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Support Vehicle		\$ -	\$ 100,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
Shop Trucks								
Shop Equipment		\$ 28,690	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Computers/Office Equip.		\$ 37,804	\$ 17,213	\$ 14,400	\$ 14,400	\$ 14,400	\$ 14,400	\$ 14,400
Concrete		\$ 2,533	\$ 100,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ -
Concrete (Bus Stops)		\$ -	\$ 25,000	\$ 25,000	\$ 30,000	\$ 30,000	\$ 35,000	\$ 35,000
A&E Services		\$ 39,210	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Security System (Building)		\$ -	\$ 200,000					
Safety Software								
Demand Response Mgmt Software		\$ -						
Protection Rails (Articulated Buses)		\$ -	\$ 75,000					
Cooling Tower Loop			\$ 50,000					
Auxiliary Heaters (buses)			\$ 50,000	\$ 50,000				
EV Level 2 Charger			\$ 20,000					
DPF Cleaner			\$ 75,000					
Wheel Lifts (x6)			\$ 75,000					
Tire Balancer				\$ 27,000				
Steam Clean Hoist				\$ 150,000				
Snow Removal Equipment					\$ 40,000			
Inground Bus Lift					\$ 150,000			
60" Brake Press						\$ 25,000		
Alignment Machine Rack						\$ 35,000		
Capital Expenses		\$ 7,044,061	\$ 12,184,207	\$ 1,170,268	\$ 5,885,846	\$ 4,675,203	\$ 4,726,127	\$ 3,645,845
Ending Balance		\$ 10,877,395	\$ 10,277,057	\$ 2,116,199	\$ 1,249,102	\$ 716,872	\$ 206,857	\$ 110,168

Reserve Fund								
Facility Expansion Local Match			\$ 3,715,166					
BEB Local Match (Vehicles or Batteries)			\$ 1,000,000					
40' Bus Local Match			\$ 3,398,692					
Accessibility Technology Replacement			\$ 500,000					
Balance w/o Reserve Fund		\$ 10,877,395	\$ 1,663,199	\$ 2,116,199	\$ 1,249,102	\$ 716,872	\$ 206,857	\$ 110,168

Description/Justification

CyRide will replace buses in the fleet as grant funding opportunities arise to ensure vehicles are in a state of good repair, as required by the Federal Transit Administration. CyRide anticipates future state funding for new buses through the state’s capital funding allocation process. Staff will continue to look for other grant opportunities to continue moving toward a more sustainable fleet. CyRide’s Zero-Emission roadmap, developed by the Center for Transportation and the Environment (CTE) and approved by the Transit Board, supports up to 17 battery electric buses in the current facility and on the existing routes. CyRide has five vehicles used for administrative support in the operations division for drivers to utilize when switching shifts.

In total, these purchases are programmed as follows:

2024/25	Replace one 40' bus (\$543,480); replace one administrative vehicle
2025/26	Replace six 40' buses (\$3,550,446); replace one 40' bus with a battery electric bus (\$1,061,000); replace one administrative vehicle
2026/27	Replace four 40' buses (\$2,437,973); replace one 40' bus with a battery electric bus (\$1,092,830); replace one administrative vehicle
2027/28	Replace four 40' buses (\$2,511,112); replace one 40' bus with a battery electric bus (\$1,125,615); replace one administrative vehicle
2028/29	Replace four 40' bus (\$2,586,445); replace one administrative vehicle

Comments

New buses will be funded with 80-85% federal funding, including the State of Iowa’s Iowa Clean Air Attainment Program (ICAAP) funds, which are a distribution of federal dollars.

	Total	2024/25	2025/26	2026/27	2027/28	2028/29
Cost:						
Large Buses - 40' New	14,908,901	543,480	4,611,446	3,530,803	3,636,727	2,586,445
Large Buses - 60' New						
Administrative Vehicles	200,000	40,000	40,000	40,000	40,000	40,000
Dial-A-Ride Bus/Van						
Total	15,108,901	583,480	4,651,446	3,570,803	3,676,727	2,626,445
Financing:						
Transit Fund	3,639,952	121,522	1,112,696	907,830	940,615	557,289
PTMS Funds	10,793,949	461,958	3,313,750	2,437,973	2,511,112	2,069,156
STP Funds	675,000		225,000	225,000	225,000	
Total	15,108,901	583,480	4,651,446	3,570,803	3,676,727	2,626,445

Program - Activity:
Transportation - Transit

Department:
CyRide

Account Number:
552-1159-439,
552-1169-439

CyRide Facility Improvements

Project Status:

Scope Change

Cost Change

City of Ames, Iowa
Capital Improvements Plan

Description/Justification

The CyRide facility is 40 years old and major components of the building are nearing the end of their useful life. Additionally, the facility houses more vehicles than it was initially designed for, creating additional wear and tear and a need to explore expansion options. This plan has been developed to keep the current facility in a state of good repair, as required by the Federal Transit Administration.

2024/25	Concrete replacement; architectural and engineering (A & E) services
2025/26	Building fire suppression upgrades for battery electric buses (\$750,000); concrete replacement, A & E services
2026/27	Fueling system upgrade (\$750,000); concrete replacement; A & E services
2027/28	Construct an addition onto existing facility (\$750,000); concrete replacement; A & E services
2028/29	Construct an addition onto existing facility (\$750,000); A & E services

Comments

With the expansion of battery electric buses to the fleet, a building fire suppression system will be necessary to mitigate battery fire risks within the facility. A fueling system upgrade will replace the existing fueling system with one that is faster, has less waste, and is more environmentally sustainable. A&E services would provide technical expertise during the various construction projects and assist with preparing bid documents. Concrete replacement is budgeted each fiscal year to replace concrete around the facility as it fails. The CIP assumes a CyRide facility expansion as funding sources are identified. To date, CyRide has reserved \$3,715,166 in local match dollars for a grant to begin construction.

Location

CyRide, 601 N. University Boulevard.

	Total	2024/25	2025/26	2026/27	2027/28	2028/29
Cost:						
Architectural/Engineering	250,000	50,000	50,000	50,000	50,000	50,000
Concrete	120,000	30,000	30,000	30,000	30,000	
Construction	3,000,000		750,000	750,000	750,000	750,000
Total	3,370,000	80,000	830,000	830,000	830,000	800,000
Financing:						
Transit Fund	970,000	80,000	230,000	230,000	230,000	200,000
State of Iowa - PTIG	2,400,000		600,000	600,000	600,000	600,000
Total	3,370,000	80,000	830,000	830,000	830,000	800,000

Program - Activity:
Transportation - Transit

Department:
CyRide

Account Number:
552-1159-439,
552-1169-439

CyRide Technology Improvements

Project Status:

Cost Change

Revenue Change

City of Ames, Iowa
Capital Improvements Plan

Description/Justification

Advancements in technology have grown significantly over the past several years. As a result, CyRide will incorporate the following:

- **Bus Technology/Signage:** CyRide will continue investing in bus technology to improve system efficiency and ride experience for passengers with disabilities. Interior signs displaying upcoming stops will be expanded to additional vehicles, and obsolete advertising screens will be retrofitted with new equipment. These signs will be supported with 80% federal funding.

Comments

CyRide recently purchased demand response software to help manage existing and future demand response service offerings. This purchase includes internal management tools and a passenger-facing app for scheduling rides. Flexible transit services are vital to expanding transit access in community areas not well served by the existing fixed route bus lines.

Location

CyRide, 601 North University Boulevard

	Total	2024/25	2025/26	2026/27	2027/28	2028/29
Cost:						
Bus Technology	250,000	50,000	50,000	50,000	50,000	50,000
Infotainment Signage	70,388	70,388				
Total	320,388	120,388	50,000	50,000	50,000	50,000
Financing:						
Transit Fund	264,078	64,078	50,000	50,000	50,000	50,000
Federal 5310 Grants	56,310	56,310				
Total	320,388	120,388	50,000	50,000	50,000	50,000

Program - Activity:
Transportation - Transit

Department:
CyRide

Account Number:
552-1159-439,
552-1169-439

Bus Stop Improvements

Project Status: No Change

City of Ames, Iowa
Capital Improvements Plan

Description/Justification

Over the past several years CyRide has seen a significant shift in riding patterns. CyRide is in the process of updating the bus stop improvement plan to ensure improvements enhance the passenger experience for the greatest number of riders. Additionally, the Iowa DOT issued a report with recommended bus stop improvements along their roadways, which will be incorporated into the updated plan.

CyRide will continue to use automatic passenger counters (APCs) to measure the number of passengers boarding and alighting at bus stops, ensuring that bus stop amenities improve and enhance the passenger experience for the greatest number of riders. CyRide also added local funding for small concrete replacement projects.

Comments

Funding for shelter improvements is 80% federally funded from Federal Transit Administration Section 5310 funding.

LOCATION

Various locations throughout Ames.

	Total	2024/25	2025/26	2026/27	2027/28	2028/29
Cost:						
Pads, Benches, Shelters	350,000	70,000	70,000	70,000	70,000	70,000
Concrete	155,000	25,000	30,000	30,000	35,000	35,000
Total	505,000	95,000	100,000	100,000	105,000	105,000
Financing:						
Transit Fund	225,000	39,000	44,000	44,000	49,000	49,000
Federal 5310 Grants	280,000	56,000	56,000	56,000	56,000	56,000
Total	505,000	95,000	100,000	100,000	105,000	105,000

Program - Activity:
Transportation - Transit

Department:
CyRide

Account Number:
552-1159-439,
552-1169-439

CyRide Shop and Office Equipment

Project Status: Cost Change

City of Ames, Iowa
Capital Improvements Plan

Description/Justification

The FY 2024/25 office equipment expenditures include the replacement of computers, laptops, printers, office chairs, and stand-up style desks at an estimated cost of \$14,400. Except for stand-up desks, these expenditures will be used to replace old and obsolete equipment.

The CyRide Maintenance Division uses specialized equipment to maintain buses and to stay in compliance with Federal Transit Administration regulations regarding vehicle maintenance. Expenditures in this category can be difficult to predict as some of the equipment is up to 40 years old and is still reliable; therefore, CyRide has historically budgeted between \$45,000 and \$50,000 each fiscal year for shop equipment. Over the next three years, CyRide Maintenance is planning to purchase several pieces of equipment. This includes specialized equipment to help maintain the growing fleet of articulated buses as well as a tire balancer and an alignment rack.

2024/25 Tire Balancer (\$27,000), Steam Clean Hoist (\$150,000), Shop Equipment (\$50,000), Auxiliary Heaters (\$50,000), Computer Replacement
 2025/26 Snow Removal Equipment (\$40,000), Inground Bus Lift (\$150,000), Shop Equipment (\$50,000), Computer Replacement
 2026/27 60" Brake Press (\$25,000), Alignment Rack (\$35,000), Shop Equipment (\$50,000), Computer Replacement
 2027/28 Shop Equipment (\$50,000), Computer Replacement
 2028/29 Shop Equipment (\$50,000), Computer Replacement

Location

CyRide, 601 North University Boulevard

	Total	2024/25	2025/26	2026/27	2027/28	2028/29
Cost:						
Computers/ Office Equipment	72,000	14,400	14,400	14,400	14,400	14,400
Shop Equipment	677,000	227,000	240,000	110,000	50,000	50,000
Auxiliary Heaters (buses)	50,000	50,000				
Total	799,000	291,400	254,400	124,400	64,400	64,400
Financing:						
Transit Fund	799,000	291,400	254,400	124,400	64,400	64,400
Total	799,000	291,400	254,400	124,400	64,400	64,400

Program - Activity: Transportation - Transit **Department:** CyRide **Account Number:** 552-1159-439



December 21, 2023

Monthly Report

CyRide Resource: Barbara Neal

1. Rudolph

Theodore and Mr. Gobbles left after Thanksgiving, which means it is time for Rudolph to make an appearance. Rudolph has been guiding his sleigh on various routes, bringing holiday cheer before winter break starts.



2. Mokhtee Ahmad's Retirement

On December 6, our FTA Region 7 Regional Administrator of 25 years, Mokhtee Ahmad, retired. Mokhtee made an indelible mark at CyRide and throughout the entirety of Region VII. Mokhtee had a connection to Iowa State University as he received his Bachelor of Science and Ph.D. in Economics from there. We will miss his leadership and mentoring, but we wish him the best in his retirement. Shari Atwood attended the retirement to extend CyRide's regards.

3. RTAP Conference: Navigating the Tides of Change with Rural and Tribal Transit

Chris Crippen and I attended the 5th National RTAP (National Rural Transit Assistance Program) conference in early December. Dr. Yvette Taylor, the FTA Regional Administrator for Region 4, talked about upcoming grant initiatives. One big topic was the aging population and aging in place. There was also a discussion about ten trends to watch, from population shifts, age waves, the growing wealth gap, and the increasing health gap. We also listened to an excellent review of drug testing and post-accident drug testing.

4. Shop with a Cop

On Saturday, December 9, the Ames Police Department had its annual Shop with a Cop event. CyRide provided rides for the children and officers from the Boys & Girls Club to Target. Police officers from ISU Police and the Story County Sheriff's Department participated. As always, Shop with a Cop was highly successful, and providing transportation was an excellent way for CyRide to help be a part of this event.



5. HVAC Improvement Project Phase III

Phase III of the HVAC Improvement Project is underway. The contractor is working in the body and paint bays and over the tire area. During the week of December 4, they began welding in the roof supports.

6. 2023 Shop Rehabilitation Project

The Shop Rehabilitation Project construction also began during the week of December 4. Shop employees rearranged the shop, moved items out of the construction area, and adjusted their work areas. Progress is being seen as walls are torn down and the floor is cut. Metal work is set to begin in early January, and the precast concrete panels should be installed in mid-February. Project completion is projected to be in March or early April.