



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