



DECEMBER 21, 2023
AMES TRANSIT AGENCY BOARD OF TRUSTEES

The Ames Transit Agency Board of Trustees met on December 21, 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, and Lee present. Trustees Norton and Schainker joined the meeting during the budget presentation.

APPROVAL OF NOVEMBER 16, 2023, MINUTES:

Trustee Janes made a motion to adopt the November 16, 2023, Transit Board minutes as presented; Trustee Clark seconded the motion. (Ayes: 4 Nays: 0) Motion carried.

PUBLIC COMMENTS:

None.

AWARD OF CONTRACT FOR RECONDITIONED REPLACEMENT ENGINES:

Director Neal requested board approval to award a contract for the purchase of replacement engines. CyRide has three vehicles removed from regular service due to excessive crankcase pressure from cylinder wear. Trivista Companies Inc. was the low bid, with a total bid cost of \$116,737.78.

Director Neal recommended approval of Alternative #1 to approve the award of contract to Trivista Companies Inc., 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 Clark inquired about what happens to the engines after switching them out. Assistant Director of Fleet and Facilities James Rendall answered that the engines are returned to the company for repair and reuse as part of the core costs. The replacement engines also come with a two-year warranty.

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

FY 2025 BUDGET:

Director Neal presented the FY 2025 budget, which is required to be approved by January 21, 2024. CyRide will continue to work on increasing its large ridership base and connecting people to their community with safe and efficient transportation this next budget year. The budget also supports the goal of reducing carbon emissions and providing a sustainable community in which to live. Ongoing efforts to attract, hire, and retain employees will remain a high priority to ensure CyRide can deliver the services on which the community depends. Ridership is trending upward and is projected to be approximately 4.8 million passengers this year. CyRide is also seeing an increase in community riders. Focusing on the rider experience and delivering the highest level of customer service will be essential.

The current year's amended revenues, the 5-year pro forma detailing both operating and capital funds, the current year's amended expenses, and the three reserve fund balances were reviewed with the board. Director Neal then presented the FY 2025 operating budget, representing an overall increase of 3.6%, which includes an additional full-time employee mechanic position and expanded night and weekend bus service on the #6 Brown, #9 Plum, and #11 Cherry routes. This would be a 2.5% increase from the three local funding partners. The 5-year Capital Improvements Plan (CIP) was also presented, which included funding for vehicle replacements, building improvements, technology projects, bus stop renovations, and shop and office equipment.

Director Neal recommended approval of Alternative #1. Approving the FY 2025 budget as presented allows CyRide to continue offering the high level of transit services upon which the community relies at minimal additional costs to the funding partners.

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

MONTHLY REPORT:

Rudolph: Rudolph has guided his sleigh on various routes, bringing holiday cheer.

Mokhtee Ahmad's Retirement: The FTA Region 7 Regional Administrator of 25 years, Mokhtee Ahmad, retired on December 6. Mokhtee made an indelible mark at CyRide and throughout the entirety of Region 7.

RTAP Conference: Christine Crippen and Barbara Neal attended the 5th National Rural Transit Assistance Program conference in early December. One of the topics of interest was the aging population and aging in place.

Shop with a Cop: On December 9, the Ames Police Department had its annual Shop with a Cop event. CyRide participated in the event by providing rides for the children and officers.

HVAC Improvement Project Phase III: Phase III of the HVAC Improvement Project is underway.

2023 Shop Rehabilitation Project: Construction began during the week of December 4. Metal work is set to start in early January, with the precast concrete panels being installed in mid-February.

Spring meeting dates:

- 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 Janes made a motion to approve adjourning at 4:44 p.m.; Trustee Norton seconded the motion. (Ayes: 6 Nays: 0) Motion carried.

Bronwyn Beatty-Hansen, President

Cheryl Spencer, Recording Secretary