



MAY 16, 2024

AMES TRANSIT AGENCY BOARD OF TRUSTEES

The Ames Transit Agency Board of Trustees met on May 16, 2024, at 5:00 p.m. in the CyRide Conference room. President Beatty-Hansen called the meeting to order at 5:00 p.m. with Trustees Boland, Gopa, Lee, Norton, and Schainker present.

APPROVAL OF APRIL 18, 2024, MINUTES:

Trustee Lee made a motion to adopt the April 18, 2024, Transit Board minutes as presented; Trustee Norton seconded the motion. (Ayes: 6 Nays: 0) Motion carried.

RECOGNITION OF NEW BOARD MEMBERS:

Director Neal introduced CyRide's two new board members: Asray Gopa, the new ISU Student Government Senator, and Emily Boland, the new ISU Student Government Representative.

PUBLIC COMMENTS:

None.

TRANSIT BOARD ELECTION OF OFFICERS AND AAMPO REPRESENTATIVE:

Director Neal requested nominations from the floor for the president position. Trustee Schainker nominated Trustee Beatty-Hansen to continue in the role of president. Trustee Lee seconded. No other nominations were brought forward. (Ayes: 6 Nays: 0)

Director Neal requested nominations from the floor for the vice president position. Trustee Norton volunteered to continue in the position. Trustee Schainker seconded. No other nominations were brought forward. (Ayes: 6 Nays: 0)

Director Neal requested nominations from the floor for the AAMPO position. Trustee Beatty-Hansen nominated Trustee Boland. Trustee Schainker seconded. No other nominations were brought forward. (Ayes: 6 Nays: 0)

STATEWIDE FY 2024 DISCRETIONARY GRANT APPLICATION:

Director Neal requested approval to include 12 40' heavy-duty buses and submit a Letter of Support and Commitment in the State of Iowa's grant application. At the April 18, 2024, Transit Board meeting, the board had an informal discussion regarding the Iowa Department of Transportation (IDOT) request for transit agencies. Following the discussion, CyRide staff requested 12 buses be included in the state's grant application.

Director Neal recommended approval of Alternative #1. Approving the inclusion of 12 40' heavy-duty buses and the Letter of Support and Commitment would leverage federal funding to replace buses between 14 and 16 years of age and assist in managing CyRide's fleet age.

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

STATE GRANT AND PUBLIC TRANSIT INFRASTRUCTURE GRANT (PTIG) APPLICATIONS:

Director Neal requested approval to submit the Iowa DOT State and Public Transit Infrastructure Grant (PTIG) applications. Applications are due June 21, and if approved by the board, funding would be available during the FY 2025 budget to support operation and capital needs. State Transit Assistance is expected to be \$1,112,075 and is guaranteed funding with no local match requirement. Section 5310 funding is included in the operating budget and capital improvements plan (CIP) and is anticipated to be approximately \$418,000. Section 5339 funding is for bus replacements and is competitively selected. PTIG projects are competitively selected at the state level, and CyRide will be notified if selected during FY 2025. The funds would go toward a Fire Suppression System project for \$600,000.

Director Neal recommended approval of Alternative #1, to submit the FY 2025 state grant and PTIG grant applications as presented. These applications support transit services in the Ames community and lower the overall local commitment to the funding partners.

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

JEFFERSON LINES TENANT LEASE AGREEMENT:

Director Neal requested approval of the new five-year contract at the Ames Intermodal Facility (AIF) for Jefferson Lines. Jefferson Lines began leasing the space in 2012, and their current lease would expire on June 30, 2024. Staff worked with the Legal Department, Risk Manager, and Jefferson Lines to prepare a new five-year lease agreement. No significant changes were made besides contract term dates, lease amount, insurance and indemnity increase, and contact information and address updates.

Director Neal recommended approval of Alternative #1 to approve the new five-year contract with Jefferson Lines. Doing so will continue to provide an important transportation link to the Ames Community.

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

APPROVAL OF 2023 SHOP REHABILITATION PROJECT CHANGE ORDERS:

Director Neal requested approval of change order #6 for the shop rehabilitation project. In August 2023, the board awarded a contract to R.H. Grabau Construction, Inc., for a much-needed Shop Rehabilitation Project at a cost of \$390,165, which included the base bid plus bid alternate #1. To date, CyRide has issued and approved four change orders totaling \$18,442.27. Purchasing policies require governing body approval when a project's total change order cost surpasses 20% of the project budget or \$50,000, whichever is lower.

Director Neal recommended approval of Alternative #1 to approve change order #6 and increase the contract amount for R.H. Grabau Construction, Inc. to \$457,089.34. Doing so will allow CyRide to improve workspaces to meet the current needs in the maintenance division and help maximize the grant funds.

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

MONTHLY REPORT:

Fuel Purchase Contract: CyRide, in coordination with the Purchasing Division, has released the FY 2025 fuel contract bid. The bid results will be brought to the June 2024 meeting.

Local ROADEO: The annual CyRide Roadeo will be held on Saturday, June 1.

Statewide ROADEO: The Iowa Public Transit Association will hold its annual meeting and training conference in Ames from June 5 to 7, with the statewide Roadeo on June 8.

Quarterly Report: A detailed system quarterly operations report and a summary of key performance measures were presented for the third quarter of FY 2024.

Summer meeting dates:

- June 20, 5:00 p.m.

Adjourn: Trustee Norton made a motion to approve adjourning at 5:32 p.m.; Trustee Boland seconded the motion. (Ayes: 6 Nays: 0) Motion carried.

Bronwyn Beatty-Hansen, President

Cheryl Spencer, Recording Secretary