



**JUNE 20, 2024**

**AMES TRANSIT AGENCY BOARD OF TRUSTEES**

The Ames Transit Agency Board of Trustees met on June 20, 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 MAY 16, 2024, MINUTES:**

Trustee Lee made a motion to adopt the May 16, 2024, Transit Board minutes as presented; Trustee Gopa seconded the motion. (Ayes: 6 Nays: 0) Motion carried.

**PUBLIC COMMENTS:**

Director Neal informed the board that Reiman Gardens had emailed a proposal requesting service to their location. It will be included at the September board meeting as part of the FY 2026 Budget Planning – Discussion item.

**SECTION 5307 FORMULA FUNDING GRANT APPLICATION:**

Director Neal requested approval to execute and file a Section 5307 grant application for CyRide's formula funding of \$4,194,044. To receive our federal funding, CyRide needs to submit a grant application detailing how this funding would be used. Administration is recommending allocating the funding toward wages, which will make the utilization and documentation of this funding easier to administer.

Director Neal recommended approval of Alternative #1 to authorize her to execute and file a Section 5307 grant application for federal funding, which will support CyRide's operations within Ames and help meet the demand for transit service within the community.

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

**AWARD OF CONTRACT FOR FY 2025 FUEL PURCHASES:**

Director Neal requested approval of the award of contract for FY 2025 fuel purchases. CyRide's fuel contract ends on June 30, 2025. CyRide worked with Purchasing to release Invitation to Bid #2024-182 for the purchase of diesel fuel from July 1, 2024, through June 30, 2025. CyRide received four bid responses from Agriland Fs Inc, New Century FS (Growmark INC), Petroleum Traders Corporation, and Sunoco, LLC. Agriland Fs Inc was determined to be the lowest overall bidder.

Director Neal recommended approval of Alternative #1 to award the fuel contract to Agriland Fs Inc, which will ensure CyRide can receive fuel in a timely manner, save administrative resources, and allow CyRide to meet the needs of the community.

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

### **EXECUTIVE EXPRESS TENANT SHORT-TERM LEASE:**

Director Neal requested approval to of a short-term lease for Executive Express to extend their tenancy until August 31, 2024, at a monthly rate amount of \$750. The short-term lease would provide Executive Express with the flexibility to make an informed decision regarding their long-term leasing plans.

Director Neal recommended approval of Alternative #1 to approve the short-term lease, which will allow Executive Express to evaluate its service options.

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

### **MONTHLY REPORT:**

**Conflict of Interest:** The City of Ames requests that all members of city boards and commissions submit a conflict of interest disclosure form every year or when changes occur. Forms were handed out and emailed to members.

**Odyssey of the Mind:** Preliminary ridership for the week of Odyssey of the Mind was approximately 46,000 rides higher than the previous week of ridership. Numerous compliments from attendees about the Ames community, ISU, and CyRide were received.

**Local Rodeo:** CyRide hosted its local rodeo on June 1. The top seven finishers were Brian Grootveld, Adam Wiederholt, Aidan Boyer, Paul Klimesh, Charles Long, Jason Bollman, and Gabby Reis.

**Annual IPTA Conference and State Rodeo:** Iowa Public Transit Association's annual meeting and bus rodeo were held in Ames June 5 through 8. CyRide had two staff members present during the conference, James Rendall and Kevin Gries. Two employees also received recognition awards during the event: Chris Lumley received the IPTA Transit Operations Employee of the Year award, and Glenn Crosswait received the Professional Driver of the Year award.

### **Fall meeting dates:**

- August 22, 2024, at 5:00 p.m. (adjusted from initially scheduled date)
- September 19, 2024, at 5:00 p.m.
- October 17, 2024, at 5:00 p.m.
- November 21, 2024, at 5:00 p.m.
- December 19, 2024, at 5:00 p.m.

Trustee Norton inquired if there would be additional gold route service beginning the week of August 19 for students returning to campus. Director Neal answered that CyRide would be extending its #25 Gold route, and additional information would be posted on social media.

**Adjourn:** Trustee Lee made a motion to approve adjourning at 5:26 p.m.; Trustee Gopa seconded the motion. (Ayes: 6 Nays: 0) Motion carried.

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Bronwyn Beatty-Hansen, President

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Cheryl Spencer, Recording Secretary