



AUGUST 22, 2024
AMES TRANSIT AGENCY BOARD OF TRUSTEES

The Ames Transit Agency Board of Trustees met on August 22, 2024, at 5:00 p.m. in the CyRide Training 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 JUNE 20, 2024, MINUTES:

Trustee Gopa made a motion to adopt the June 20, 2024, Transit Board minutes as presented; Trustee Boland seconded the motion. (Ayes: 6 Nays: 0) Motion carried.

PUBLIC COMMENTS:

Larry Logeman with Executive Express spoke to the board about Executive Express' involvement with the Intermodal Facility.

MEMORANDUM OF AGREEMENT WITH IOWA DEPARTMENT OF TRANSPORTATION:

Director Neal requested approval of an updated Memorandum of Agreement (MOA) with the Iowa Department of Transportation (IDOT), which is a component of CyRide's partnership with the IDOT to conduct third-party commercial driver's license (CDL) testing. None of the changes in the MOA affect CyRide, but we are required to have the agreement in place to test.

Director Neal recommended approval of Alternative #1 to authorize the approval of the MOA, which would allow CyRide to continue to administer the CDL knowledge and skills tests for CyRide drivers.

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

AGENCY SAFETY PLAN ANNUAL REVISION AND CERTIFICATION:

Director Neal requested approval recertifying CyRide's Agency Safety Plan (ASP). The Federal Transit Administration (FTA) requires transit systems that receive federal funds under Urbanized Area Formula Grants to develop and maintain ASPs and have them annually reviewed, updated, and approved by the governing board.

Director Neal recommended approval of Alternative #1 to Approve the ASP, which would continue to reinforce our safety culture, ensure compliance with FTA regulations, and maintain our ability to receive federal funding.

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

GMV SYNCROMATICS ONE-YEAR CONTRACT EXTENSION:

Director Neal requested approval of a one-year contract extension to GMV Syncromatics of Los Angeles, CA. CyRide uses Intelligent Transportation Systems (ITS) technology on all the buses. ITS provides multiple services for passengers, including ADA-required audible announcements, visual indication of upcoming stops, and real-time bus location information. The one-year contract extension would allow CyRide the time to pursue a procurement to address technology reaching the end of its useful life.

Director Neal recommended approval of Alternative #1 to approve extending the existing contract with GMV Syncromatics one year. It would allow CyRide to meet regulatory requirements and continue to provide valuable information to passengers.

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

FY 2024 PRELIMINARY OPERATIONS FUND CLOSING BALANCE - DISCUSSION:

Director Neal requested board direction on potentially reallocating funds from the operations fund closing balance. Formal adoption of any options would be part of budget discussions at the September board meeting. The board has an established policy that the operating fund closing balance should be between 7.5 and 10% of operating expenses, and funds above the maximum percentage can be considered for reprogramming to meet additional operating or capital needs.

Items recommended by staff were transferring \$500,000 to the capital fund for battery electric bus battery replacement and transferring \$500,00 to the accessible technology reserve fund.

Board members discussed suggestions they had for the funds. Members requested three proformas for the September board meeting showing transferring \$1,000,000, \$500,000, and \$0. There was also interest in utilizing the funds to subsidize the partner contributions. Director Neal informed the board that information would be brought to the September meeting for a formal request for the reallocation of funds.

MONTHLY REPORT:

B100 Project Update: Optimus Technologies has completed the installation of their B100 equipment on five buses. CyRide is waiting for fueling system upgrades to the new tank to begin adding B100 fuel to the equipped buses. Emma Keiser with Senator Ernst's office visited the facility on August 6 to tour the facility, discuss CyRide's priorities, and learn about the B100 pilot project.

Digital Displays on Campus: CyRide is in the process of installing real-time information displays at Upper Friley and Student Services.

Free Stops on Campus: Due to construction at LeBaron Hall, the #23 Orange route will detour for the next two years. To address the increased demand and better accommodate the campus community, CyRide reinstated free boarding at all bus stops on central campus effective August 19.

Transit App: CyRide has introduced the Transit App as an additional option for passengers to access bus times and routes.

New Bus Stop Shelters: CyRide installed two new red arch bus stop shelters on the south side of Mortensen Road, one at Lawrence Avenue and one at Seagrave Boulevard.

FTA Triennial Update: CyRide completed its FTA Triennial Review and received a 'finding of no deficiencies' by the FTA, which is a testament to our employees' commitment to upholding the FTA regulations and ensuring our agency is operating in the best interest of our customers.

Bus & Bus Facilities Grant update & State Award for Buses: CyRide received notification that we didn't receive the bus and bus facilities grant and that the Iowa DOT didn't receive their grant request for bus replacements. The grants were highly competitive this year.

Quarterly Report: The quarterly report was presented to the board.

Fall meeting dates:

- 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.

Adjourn: Trustee Norton made a motion to approve adjourning at 6:17 p.m.; Trustee Boland seconded the motion. (Ayes: 6 Nays: 0) Motion carried.

Bronwyn Beatty-Hansen, President

Cheryl Spencer, Recording Secretary