



SEPTEMBER 19, 2024
AMES TRANSIT AGENCY BOARD OF TRUSTEES

The Ames Transit Agency Board of Trustees met on September 19, 2024, at 5:00 p.m. in the CyRide Conference room. President Beatty-Hansen called the meeting to order at 5:05 p.m. with Trustees Boland, Norton, and Schainker present.

APPROVAL OF AUGUST 22, 2024, MINUTES:

Trustee Schainker made a motion to adopt the August 22, 2024, Transit Board minutes as presented; Trustee Norton seconded the motion. (Ayes: 4 Nays: 0) Motion carried.

PUBLIC COMMENTS:

None.

FY 2026 BUDGET PLANNING - DISCUSSION:

Director Neal Presented customer service requests to the board as part of the annual budgeting process. Four people spoke in support of service requests, including options for Reiman Gardens and the ISU Research Park. Due to the limited time available to board members for this meeting, further discussion of service requests and funding was moved to the October board meeting.

AWARD OF CONTRACT FOR RECONDITIONED REPLACEMENT ENGINES:

Director Neal requested that the board approve the award of contract for the purchase of three reconditioned replacement engines. CyRide has three vehicles that need engine replacement due to cylinder wear. MHC Kenworth was the low bid, with a total bid cost of \$120,829.89.

Director Neal recommended approval of Alternative #1 to approve the award of contract to MHC Kenworth, of Des Moines, Iowa, for a total cost of \$120,829.89, which will allow CyRide to make repairs to the three vehicles and keep the fleet in a state of good repair.

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

AWARD OF CONTRACT FOR PURCHASE OF AUTOMATIC TRANSMISSIONS:

Director Neal requested that the board approve the award of contract for the purchase of three reconditioned transmissions. CyRide has three vehicles in need of engine and transmission replacement. It is most cost-effective to complete the engine and transmission replacements concurrently. Voith US Inc. was the low bid, with a total bid cost of \$60,075.00.

Director Neal recommended approval of Alternative #1 to approve the award of contract to Voith US Inc., of York, Pennsylvania, for a total cost of \$60,075.00, which will allow CyRide to make repairs to the three vehicles and keep the fleet in a state of good repair.

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

AWARD OF CONTRACT FOR PURCHASE OF ARTICULATED BUSES:

Director Neal requested approval for the award of contract for two articulated buses. CyRide received a federal Section 5339 Bus & Bus Facilities discretionary grant to replace two 40' buses with two 60' articulated buses. Due to Nova Bus stopping production in the United States, in order to use federal funds CyRide is left with a single articulated bus manufacturer, New Flyer. The maintenance division has evaluated New Flyer's build quality, mechanical reliability, and performance, and determined it meets CyRide's requirements.

Director Neal recommended approval of Alternative #1 to approve the award of contract to New Flyer of America, Inc. of St. Cloud, Minnesota, for a total not-to-exceed amount of \$1,967,741.

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

HEART OF IOWA REGIONAL TRANSIT AGENCY TENANT LEASE:

Director Neal requested approval of a new five-year lease at the Ames Intermodal Facility (AIF) for Heart of Iowa Regional Transit Agency (HIRTA). Staff worked with the Legal Department, Risk Manager, and HIRTA to prepare the five-year lease agreement.

Director Neal recommended approval of Alternative #1 to approve the new five-year lease agreement with HIRTA. Doing so will support HIRTA's operations in Ames and enhance connections among the area's transportation providers.

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

FY 2024 OPERATIONS FUND TRANSFER – CLOSING BALANCE TRANSFERS:

Director Neal requested approval to reallocate funds from the operations fund closing balance. During the August 2024 board meeting, board members discussed reallocating some of the above 10% operations funds to the capital project fund. The operating fund closing balance above the 10% board directed reserve is approximately \$1,272,798. Option 1 is to move \$1,000,000 to the capital fund, which would allocate \$750,000 to the BEB Battery Replacement Reserve Fund and \$250,000 to the Bus Accessible Technology Replacement Reserve Fund. Option 2 is to move \$500,000 to the capital fund for the BEB Battery Replacement Reserve Fund. Option 3 is to move no funds to the capital fund.

Director Neal recommended approval of Alternative #1. Reallocating \$1,000,000 to the capital fund would address the immediate needs of both reserves and reduce the need for larger annual transfers in the future, mitigating financial risks and enhancing long-term stability.

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

AWARDS OF CONTRACT FOR PURCHASE OF VIDEO SURVEILLANCE SYSTEMS:

Trustee Norton had to exit the board meeting to attend another priority commitment. The board no longer had a quorum for voting, so this item will be deferred to the October meeting.

MONTHLY REPORT:

Ridership Statistics: Ridership saw a strong increase at the start of the fall semester, with a 20.7% rise in the first week compared to the previous year and over 34,000 passengers on the busiest day.

ISU Enrollment: Fall enrollment was announced to be 30,432.

Public Transit Infrastructure Grants (PTIG) Funding: CyRide was recently notified to have received the PTIG grant request for CyRide's Fire Safety Enhancement Project.

Infotainment RFP: A Request for Proposal (RFP) was released on September 13, 2024, for adding infotainment systems on additional buses. The responses are due October 3, 2024, and will be brought to the October Transit Board meeting for consideration.

CTAA SUN Conference: Barb and Chris attended the CTAA Small Urban Network (SUN) Conference. Acting FTA Administrator Veronica Vanderpool acknowledged CyRide as third in the nation for rides per capita at the conference. CTAA Executive Director Scott Bogen showcased CyRide as a best practices case study on "The Essential Role of Communicating Your Operation's Relevance."

Destination Iowa State, WelcomeFest, and First Weekend: CyRide participated in Destination Iowa State and WelcomeFest. During the first weekend before school started, buses experienced much higher ridership.

Transit Asset Management (TAM) Plan: CyRide is required to update and submit its annual TAM plan by October 1. Typically, the board approves the plan prior to submission, but due to an unexpected delay, the board approval will be postponed.

Fall meeting dates:

- 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: The meeting adjourned at 5:58 p.m. There were not enough members present to make a formal motion.

Bronwyn Beatty-Hansen, President

Cheryl Spencer, Recording Secretary