



April 5, 2005

ADMINISTRATION:

Service Reductions: The first round of service cuts will start with the summer schedule. The # 7 Purple route will be eliminated between 9:00am and 3:00pm. The #1 Red route will operate on Steinbeck and Dickenson both directions all day to accommodate passengers from Sterling Plains and so the passengers do not have to run across S. Dakota to catch the Red East bus. #3 "10-minute" Blue trips will also be cut between 9:00am and 11:30am. Other cuts will occur with the fall schedule in August with the elimination of the evening #22 Gold and the Sunday night #24 Silver routes. Student enrollment in the fall may continue to decline and we will carefully monitor ridership patterns and make additional adjustments, if necessary, in September.

Garage Grants: Construction has begun on the south side addition for bus storage. When completed, there will be space for twelve more buses. We are also pursuing funds to modernize and expand the office area which will include a larger break room, larger bathrooms, and more space for training and meetings, as well as a modern dispatching area. Full funding for the office project may be received in October or sometime in 2006.

OPERATIONS:

School Tours: It is that time of year, CyRide will be helping pre-school and grade school students become better bus riders.

CyRide offers two individual programs: a Pre-Riders program designed for younger children and an Independent Riders program designed for older children. Each program includes a bus wash, safety talk, and several promotional items. If you are interested in being involved in school tours, please let Jenny or Sara know. (Barb)

Help a Laneworker: Now that the weather is warming, when you return to base to park your bus at the end of your shift, please close all windows and roof vents. Also walk through your bus and pick-up any rubbish or lost items. Doing the above will make the laneworker's life easier when they clean and refuel your bus. (George)

Summer Schedule Highlights:

#3 Blue route will run every 10 minutes between Schilletter Village and ISU during the morning and afternoon busy times and every 30 minutes from 9:30am to 3:00pm. #3

Blue route will use Lincolnway/Beach between Friley Hall and Jack Trice Stadium both directions. Blue route will no longer travel along Welch Avenue and Storm Street.

Purple route will run hourly from Mortensen/Miller and Todd/Thackeray to ISU from 6:45am to 8:34am and back from ISU from 3:02pm to 6:17pm.

Red route will use Mortensen/Dickenson/Steinbeck both directions all day to better serve most of the passengers affected by the Purple route service reduction. Red route will no longer detour on request to both Todd/Thackeray and Mortensen/Miller (Sterling Plains) on weeknights and weekends.

Yellow route will use Jewel Drive/Opal Drive/Crystal/and S. Duff northbound. This will allow for a bus stop near the Crystal Apartments.

Driver Run Picks: Summer and Fall run picks will be on the following dates:

Summer Full Time: April 1 to April 7

Fall Full Time: April 7 to April 13

Summer Part Time: April 12 to April 18

Fall Part Time: April 19 to April 29

There will be handouts for the newer drivers in April about how run pick works and what to expect. Check the windows near Barb's office for late breaking run pick news. (Tom D.)

HIRING AND TRAINING:

New Hires: There are many new faces here at CyRide. Thanks to everyone for extending a warm welcome to all who have been hired in the last few weeks. There will be many more new faces before the fall schedule begins. We are looking for qualified applicants. If you know people who may be interested in working here at CyRide, encourage them to apply. It could be worth \$50. (Sara and Jenny)

New Instructors: With the students on break and a majority of the buses in the garage, four drivers took the opportunity to enroll in the Instructor Training Program offered over the break. The group participated in classroom sessions and on the road training. We want to welcome and congratulate James Carver, Lindsey Parker, Tami Skadeland and Becky Brokaw on their completion and new positions as New Driver Instructors. (Sara)

SHOP: Fleet standardization of the "Stop Requested" light is now complete. After a passenger pulls the cord, the "Stop Requested" light comes on and remains on until a door is open. With the exception of the GMC's, all buses should be wired the same.

The four new Orion V buses are still scheduled to be delivered mid to late June. Procurement of a limited number of security camera systems for the new (and existing buses) will begin shortly. Mid-States Ford was awarded the contract for the new shop truck chassis. Hawkeye Truck Equipment was awarded the contract for equipping the

unit. The chassis should be delivered sometime in July and equipping it will take an additional 2-3 weeks. (Rich)

HISTORY: The following bulletin was issued when drivers were required to pull their buses into gas stations and refuel during their trips. The minibuses used on fixed routes did not have tanks large enough to complete an entire day. When the fuel gauge was low, drivers would pull the bus, with passengers, into a gas station and fill up.

TO <u>All Cy-Ride Employees</u> DATE <u>3/10/81</u> FROM <u>Karen Martens, Transit Dispatcher</u> SUBJECT <u>Receipts From Refueling At Local Stations</u>	CITY OF AMES, IOWA OFFICE MEMO
MESSAGE When instructed to refuel at a local station, be sure that you are given a receipt. Make sure that the attendant fills in the amount of fuel received and when you sign the receipt, write down your vehicle number also. KAM/k1	