



June 2, 2006

**ADMINISTRATION:** CyRide is fortunate to have Sheri Kyras as the next Transit Director. She had been a planner at the Des Moines MTA and has been assistant general manager for many years at the MTA. She has a wide range of experiences in obtaining and administering grants. With the transition to a new federal program in 2002, Sheri's experiences with the federal programs will help CyRide obtain more grants for capital and expansion of operations.

Sheri plans to start at CyRide on July 24 and I will spend a week with her introducing her to many of the people she will be working with in the City, at ISU, GSB, and local business people.

My graduation party is scheduled for July 28 from 2:00pm to 4:00pm (Bob)

#### **OPERATIONS:**

**Saving Fuel:** With fuel prices up we want to remind everyone to help us save fuel by shutting down your bus when you can. If you do not need to keep the bus running for AC and you have more than 3 minutes at your end point please remember to shut your bus off. (Barb and Jenny)

**Air-conditioning Duct Temperatures:** All the air-conditioned buses are equipped with a duct temperature gauge located behind the driver's modesty panel in the air conditioning duct. This gauge will determine if the air-conditioning system is cooling properly. The temperature on the duct gauge should be approximately 20 degrees below the outside ambient temperature. This reading will vary slightly due to humidity or high temperatures (above 90 degrees F). The duct temperature may not necessarily be the same as the interior cabin temperature of the bus. If the duct temperature is not at least 20 degrees below the outside ambient temperature, the dispatcher should be notified (along with the current duct temperature reading). (Barb and Jenny)

**Windows and Roof Vents:** 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. (Barb and Jenny)

**Thunderstorms and Tornadoes:** Late spring and summer in Iowa heralds the arrival of severe weather. During severe weather, the dispatcher will monitor radio and television broadcasts and will notify drivers of dangerous conditions. Drivers should notify the dispatcher if they must stop due to poor visibility caused by heavy rain or hail. Drivers should also call the dispatcher for instructions if a detour is required due to street flooding.

In the event of a tornado warning, drivers should stop the bus in a safe location. Drivers should then direct their passengers to the nearest building for shelter. If no building is

available, drivers should instruct their passengers to stay on the bus and remain below **window level**. **Once** the sirens have stopped, drivers should contact the dispatcher for further instructions. (Dorothy and Toto)

**Roadeo Contestants:** Paul Klimesh and Eric Williamson will be representing CyRide at the State Roadeo in Mason City on June 21-23. Good luck Team CyRide! (Barb and Jenny)

## **SAFETY:**

**Safety Themes:** You may have noticed the new safety "Theme of the Month" boards in the dispatch office. Watch these boards for important tips that highlight safety issues related to the season or month. (Tom B. and George)

**Safety Culture:** What is a safety culture and why is it critical to what we do? (Tom B. and George)

## **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. (Tom B. and George)

Can you train a lot? Instructors, if you are willing to train more than three shifts per week, please let Tom B, George, or Lindsey know so we can plan accordingly before we get lots of new trainees in the door over the next 3 months. (Tom B. and George)

## **SHOP**

**Cameras:** GE camera systems are starting to be installed. 994-997, 953-958, and 970 have been installed to date. The rest of the 970's will be done and the Safety Vision will be moved to lower priority buses. Please see Memo about saving camera images.

**Destination Signs:** 28 electronic destination signs should be installed before the start of the State Fair.

**Scotty's Toy:** A new rider sweeper/scrubber should be ordered next week, and should be here within a month. It will be fitted with a rotating beacon, but please use caution in the garage while it is being operated.

**Retirements:** Lars Jensen and Merle Westgate have announced their retirement. Lars' last day is July 6, 2006 and Merle's is August 4, 2006. Please wish them farewell.

**Washer:** A new mobile pressure washer has been ordered, it will make cleaning shelters and other items much quicker and easier. It should be here two weeks ago.(Chad)

**MARKETING:** "A Smile . . . Brightens The Entire Day" is the fall marketing theme. The Mall issue and various school district issues polarize many people in Ames. The "Smile" theme is a lightweight attempt to brighten the sometimes pessimistic attitude of some people in Ames. Interior ad cards are being installed in buses with this theme with translations from China,

Poland, Germany, Turkey, Columbia, Indonesia, and Italy. If people from additional countries would like to translate for us, we can make additional car cards.

The electronic destination signs have this theme in English, Spanish, Italian, Polish, and German. New electronic signs will be retrofitted into the Gilligs and new Orion V's later this summer. So lighten up and smile! (Bob)

**HISTORY:** Red, Green, and Yellow routes meet at the Depot, June 8, 1984. Before the addition of the stores on Clark (Drugtown and offices), buses pulled into the Depot off Main St. City offices were located in the Depot, in the YSS building at 5<sup>th</sup>/Kellogg, and in the building at Main/Pearle.

