



June 3, 2005

## ADMINISTRATION:

**Enrollment Decline:** The ISU enrollment was down almost 1,000 students last year which resulted in less revenue from student fees and lower ridership. We will finish the fiscal year with at least a 10% decline in ridership. Schedule adjustments were made during the year to reflect the lower ridership and service is being cutback for the summer and next year. The enrollment projections for fall are another decline of about 400 students. This will have a negative impact on our revenues and we will monitor ridership patterns in the first two weeks of the fall schedule to determine if there are other changes to be made. (Bob)

**Ames School Closings:** With the closing of Roosevelt and Northwood schools, there will be more busing required for Ames K-5 children. CyRide will not be involved in the school district sponsored busing. However, we may see an increase in K-5 children in the fall as people adjust their travel patterns for the longer trips required to get grade school children to their new schools. One example may be that children living near Roosevelt school may use CyRide to go to Fellows. But, final decisions depend on the final school boundaries. (Bob)

**Shop Layoffs:** Due to the budget pressures of less revenue from student fees and increased fuel prices, CyRide has been forced to make some tough decisions regarding staffing levels. After looking at several options, CyRide has reached the regrettable decision to make some shop layoffs. Therefore, the senior clerk, Beth McPhail and mechanic assistant, Chad Krull, will be laid off in July. The tentative date for the layoff is July 8, but actual dates may change. (Bob)

## OPERATIONS:

**Thunderstorms and Tornadoes:** Late spring 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)

**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 lane worker's life easier when they clean and refuel your bus. (Barb and George)

**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 George)

**ISU ID Cards:** Please remember that all ISU students need to show a red ISU ID card in order to ride free (except for the circulator routes and the free stops on campus weekdays). If they do not show an ISU ID card, drivers must ask for it. If the student does not have it with them you may let them ride that time but remind them to have it with them the next time. If it happens a second time you should tell them that they can ride but you will not be able to let them ride if it happens a third time. After the second incident drivers should fill out an information report at the end of their shift.

If the student says they lost their ID you should inform them that they could obtain a duplicate in the ISU Card Office in Beardshear Hall. (Karen)

**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 down. (Karen)

## **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. (Jenny)

**Can you train a lot?** Instructors, if you are willing to train more than three shifts per week, please let Jenny know so we can plan accordingly before we get many new trainees in the door over the next 3 months. In addition, if you find yourself getting burned out on training or needing a break, please talk to Jenny. We would rather reduce your training hours than have you get to the point where you do not want to train at all. (Jenny)

## **SHOP:**

**Restructuring:** There will be a major restructuring of the maintenance duties in July. This is in response to the lower student fee revenues, high fuel prices, and changes in technology. Beth McPhail and Chad Krull will be laid off. Scott Hassler will be made a lead laneworker to acknowledge his actual duties, and Randy Peterson will become a custodian to conform with the duties that he performs. A new maintenance coordinator will be hired to do some of Beth's duties, some of Jon Hatt's duties, and help move the shop forward in purchasing new technology. Joanne VanDyke will also perform some of Beth's duties.

While these changes are difficult for the people that are laid off, there will be a savings of about \$45,000 in the shop which is necessary to accommodate part of the \$112,000 shortfall that CyRide will experience in the next fiscal year.

Some work that was previously contracted (shelter and building cleaning) will be done by CyRide employees to reduce cost.

**New Buses:** Four new Orion V's are scheduled for delivery in late June or early July. They should be in service within two weeks of delivery. A grant has been received for two 40 foot low floor buses. We expect to make an award to a manufacturer in late summer with delivery in fall 2006. (Bob).

**Garage Construction:** It appears that the garage construction has stopped. This is only a minor problem while the contractor is waiting for the concrete walls to be delivered. Once the walls are delivered, construction will proceed quickly. The end of September or early October is the anticipated completion date. (Bob)

## **HISTORY:**



Two buses on the Green route meet at the corner of 10<sup>th</sup> and Grand. Bus #1411 (a.k.a 911, a.k.a 900) is southbound on Green route waiting to turn right on to Grand and then a left on to 9<sup>th</sup>. Bus # 1409 (a.k.a. 909) is turning left on to 10<sup>th</sup> and will make a right turn at Roosevelt to 16<sup>th</sup> on its way to North Grand Mall. The picture was taken on May 13, 1987 shortly before the Green route was moved to Grand Av. between 16<sup>th</sup> and 9<sup>th</sup>.