

## AMES TRANSIT AGENCY BOARD OF TRUSTEES

AMES, IOWA

February 13, 2007

The Ames Transit Agency Board of Trustees met February 13, 2007, 8:00 a.m. at the CyRide Facility, 1700 W. 6th Street. President Kroeger called the meeting to order at 8:08 a.m. In attendance: Trustees Schainker, Spurgin, Goodman, Madden, Franklin and Trustee Stall who resigned in January from the transit board.

**APPROVAL OF MINUTES:** Trustee Madden made a motion to approve the December 6, 2006 minutes as presented. Seconded by Trustee Schainker. (Motion carried unanimously.)

**PUBLIC COMMENTS:** None.

**DRIVER PERFECT RECORD AWARD RECOGNITION – 15 years:** President Kroeger recognized Rick Maxwell and Glenn Crosswait. Rick for 21 years Safe Driver Award, the Million Mile Award and 16 consecutive years for a perfect record award. Glenn for his 14 year Safe Driver Award, Million Mile award and 15 consecutive years for Perfect Record award. The Perfect Record Award signifies the driver does not have anything on their record for a year.

**OUTGOING BOARD MEMBER RECOGNITION – Stephanie Stall:** President Kroeger extended the transit board's appreciation for Stephanie's participation on the Ames Transit Agency Board of Trustees since May 2004 and wished her good luck as she graduates from Iowa State University and begins her new career.

**TRANSIT DIRECTOR REPORT:** Some matters of interest that will be addressed in the upcoming months. Director Kyras and CyRide staff met with Facilities Planning and Management at Iowa State University and one concern is the footprint of the new building which extends farther than the current Iowa State University/CyRide lease agreement allows. Legal documents will need to be changed to reflect the new building size and presented at a future transit board meeting. The other item is the federal interest that will need to be repaid. CyRide is working with the City Assessor to provide this professional assessment. Based on this information, the depreciated value of the building will be determined. It is believed this value is about \$33,000 that CyRide will need to repay.

**ITS (Intelligent Transportation Systems) study upgrade.** The Iowa DOT is completing a statewide transit systems needs assessment to update technology for transit systems. In the first phase implementation, CyRide is requesting an AVL system (Automatic Vehicle Location) and automatic passenger count system. A detailed plan will be developed for each transit system at a cost of \$10,000. The state will fund 50 percent of this amount. Contracts will be presented to the board at future meetings.

Advertising contract is being reviewed by CyRide staff as to whether the contract should be extended or look at other options. Suggestions will be presented at the March transit board meeting.

A group of ISU engineering students have chosen CyRide for their class project. The project is to help improve bus stop locations. Their objective is to obtain sponsors, survey current riders, choose locations based on survey results, (benches will be located outside the campus area), select a bench design, and receive approval from the transit board. The transit board members suggested exploring recycled materials for the benches when selecting benches.

Director Kyras reported that CyRide did not receive any funding for the ICAAP (Iowa Clean Air Attainment Program) grants which were submitted.

A request by Trustee Goodman was made to spell out the acronyms in documentation.

**BOARD OFFICER ELECTION – VICE CHAIR:** Trustee Goodman nominated Trustee Spurgin to complete the term of Vice President and seconded by Trustee Schainker. (Motion carried unanimously.)

**DRUG & ALCOHOL POLICY MODIFICATIONS:** Director Kyras told the transit board the Federal Transit Administration requires an updated Drug & Alcohol policy. Items that were updated or modified in the policy are: removing the name Bob Bourne and replacing with Sheri Kyras, Tom Davenport's title was changed, and the FTA revised the drug testing frequency from 50% to 25% and this is noted on page 6 as the minimum annual rates for random testing shall be at least the FTA's annual minimum testing rates as set in the Federal Register as per 49 CFR Part 655.45(b).

Trustee Madden made a motion to approve the Drug and Alcohol Policy modifications as presented. Seconded by Trustee Schainker. (Motion carried unanimously.)

**BIODIESEL GRANT PARTNERSHIP:** Director Kyras told the transit board CTRE (Center for Transportation Research and Education) contacted CyRide to see if there was any interest in coordinating with them on a grant application to test biodiesel technologies on buses. This grant was submitted January 31, 2007. CyRide will be paid to operate two vehicles, one on straight diesel and one on various levels of biodiesel and then completing testing on them. CyRide will receive payment for the diesel/biodiesel, which is approximately cost savings of \$5600, mechanics time to assist with the project, and administrative time to administer the project. The in-kind contribution of \$45,350 from CyRide represents the cost-share of operating the two buses in regular service for the duration of the project for testing performance and emissions on the buses. Therefore, no out-of-pocket costs will be incurred.

Trustee Madden made a motion to approve the commitment of CyRide buses to the Central State Air Resource Agencies (CenSARA) Blue Skyways Collaborative grant project. Seconded by Trustee Goodman. (Motion carried unanimously.)

**STATE GRANT CHANGES/CIP:** Director Kyras explained to the board that changes to federal grants provided to the State of Iowa which in turn fund transit systems throughout the state will affect how future budget and CIP documents are presented. The net effect has no change on the amount of dollars; however, the funding sources will be changed. Specifically, CyRide will receive funding as operating dollars and will transfer the dollars needed for capital into the capital budget. Currently, CyRide receives both capital and operating federal funds. This change will reduce federally required documentation.

**QUARTERLY OPERATIONS REPORT:** Director Kyras highlighted that ridership is a little bit lower, but still higher by 2 percent from last year. CyRide is still on track to have a 3 per cent increase by the end of the year. Maintenance is doing really well with more interior cleanings this year than last, more miles per road call, and better fuel efficiency. Overall, operations are good, but there are couple of items the staff is watching. One is the customer comment area because complaints are up 30 percent and staff is checking to see if there is a trend. Accidents are about the same but the accident dollar damages are higher.

The board then discussed shuttle services provided by CyRide, specifically about shuttles for football games. Questions were raised about meeting federal charter requirements. Staff explained that these services meet all federal requirements including charter service.

**SET TIME AND PLACE OF MARCH MEETING:** Transit board meeting scheduled for March 16 at 8:30 a.m. Special meeting for Transit Feasibility Study Presentation March 29 at 8:00 a.m.

**ADJOURN:** Trustee Goodman made a motion to adjourn at 8:45 a.m. Seconded by Trustee Schanker. (Motion carried unanimously.)