

AMES TRANSIT AGENCY BOARD OF TRUSTEES
CYRIDE CONFERENCE ROOM

October 4, 2011

1. CALL TO ORDER: 5:00 P.M.
2. Approval of August 25, 2011 Minutes
3. Public Comments
4. FY2011 TIGER Application for Intermodal Facility – Phase II
5. Heartland Senior Services 2011-2012 Contract Amendment
6. Fare Increase/Service Change Study Update
7. Transit Director's Report
8. Set Time and Place of Next Meeting
9. Adjourn

AMES TRANSIT AGENCY BOARD OF TRUSTEES

AMES, IOWA

August 25, 2011

The Ames Transit Agency Board of Trustees met on August 25, 2011 in CyRide's Conference Room. President Anders called the meeting to order at 5:13 p.m. Trustees in attendance were Anders, Schainker, Wacha, and Vander Velden. Absent: Trustee Madden and Fox.

APPROVAL OF MINUTES: Trustee Wacha made a motion to approve the minutes from the July 20, 2011 Ames Transit Agency Board of Trustees Meeting. Trustee Schainker seconded. (Ayes: 4, Nays: 0.) Motion carried.

PUBLIC COMMENTS: Trustee Anders received an email from parents of an ISU student who had concerns with transportation to DMACC. The Iowa State personnel addressed the parent's concern and the transportation issue is resolved.

AAMPO TRANSIT REPRESENTATIVE APPOINTMENT: Director Kyras opened the discussion for the representative appointment for the Ames Transit Agency to the AAMPO, tabled from last month's meeting. Director Kyras indicated that she had talked with Trustee Fox before the meeting to see if she would be interested in the appointment to the AAMPO and Trustee Fox expressed her interest in this appointment.

Trustee Schainker made a motion to appoint Trustee Fox as the Ames Transit Agency representative to the AAMPO. Seconded by Trustee Vander Velden. (Ayes: 4; Nays: 0). Motion carried.

FLOOD INSURANCE COVERAGE: Director Kyras referenced the discussion at the July Transit Board meeting regarding property insurance for CyRide. She indicated that this insurance coverage was increasing beginning with the 2011-12 budget year from \$6,500 to \$63,548 per year with an increase in the deductible from \$25,000 to \$500,000. At that time, board members had requested staff to complete further research on the availability of FEMA dollars if a second flood occurred and if it was possible to purchase flood insurance for the first \$500,000 of exposure.

Director Kyras introduced David Eaton, City of Ames Risk Manager, who provided information on CyRide's insurance coverage. Mr. Eaton recently attended a seminar on the National Flood Insurance program and was able to ask whether FEMA would pay a second claim. Mr. Eaton indicated that there was a federal act that would not allow FEMA to pay twice unless CyRide was adequately insured.

Mr. Eaton was able to obtain a \$500,000 additional insurance coverage quote for the building and contents for a premium of \$1,457 for the 2011-2012 budget year. He indicated that this was a relatively low cost for this amount of coverage. The coverage would be \$500,000 on the building and an additional \$500,000 for contents. He indicated the maximum exposure would be

\$1,000 for each or \$2,000 in total. Director Kyras indicated that, under the City of Ames Purchasing Policies the Director had the ability to incur costs up to \$25,000, so would purchase the policy unless directed otherwise from the Transit Board. The board members present concurred.

Trustee Fox arrived at 5:15pm.

STATE OF GOOD REPAIR BUS PURCHASE: Director Kyras told the transit board, CyRide had received a State of Good Repair (SGR) grant to purchase vehicles with 90% federal funding, and that staff decided to divide the purchase into two budget years. In December, the transit board approved the purchase of six vehicles (five SGR and one Iowa DOT-funded bus) with a Letter of Intent to Gillig to purchase the remainder in the next fiscal year. CyRide staff is ready to move forward on the purchase of the second half of the order at a cost of \$1,764,000 with \$196,000 in local share, for a total of \$1,960,000.

Because of the urgency to purchase the buses by the end of the month placed on CyRide by the manufacturer, this item was approved by the City Council on August 23, contingent upon the Transit Board of Trustees approval.

Trustee Schainker made a motion to move forward with the contract with Gillig Corporation up to \$1,960,000 for the purchase of five 40' buses from the Gillig Corporation. Trustee Fox seconded the motion. (Ayes: 5; nays: 0). Motion carried.

YEAR END BUDGET UPDATE: – Director Kyras shared with the board the year-end financial situation reflecting the City of Ames' pre-audit of final expenses, revenues, and fund balance.

- CyRide expenses were 1% lower than estimated in the amended budget, which reflected a combination of fixed route, Dial-A-Ride, and administrative support reductions
- Operating revenues were .4% higher. Factors contributing include MPO reimbursement was higher, funds collected from other vehicles colliding with CyRide, sale of old buses, and advertising on CyRide buses were higher.
- Closing balance ended .6% higher than what staff anticipated – ended at 8.6% as opposed to 8%. Director Kyras indicated this was a result of reconciling CyRide's flood claims and being reimbursed for lost items that could not be replaced. This contributed \$86,000 more in revenues than budgeted.
- GSB Trust Fund ending balance is \$1,099,162 and Director Kyras expects this amount to grow to \$1,500,000 by the end of 2011-2012 fiscal year.
- Capital budget – timing of bus purchases, support vehicles, and construction allowed this to grow with a closing balance of \$1,479,503, \$301,860 higher.
- CyRide's combined closing balances/Trust Fund increased by \$521,947 from the 2009-2010 to 2010-2011 fiscal year. CyRide's operating balance is lower, but its capital and GSB Trust Fund balances are higher.

Trustee Madden arrived at 5:20pm

FARE INCREASE/SERVICE CHANGE STUDY UPDATE: Director Kyras indicated that the information to be presented in the PowerPoint slides was also included in the Transit Board's packet of information. She recapped discussions and information presented at the last several board meetings on this topic – public survey results, public meeting comments, peer analysis, internal budget savings and a methodology to calculate the student's portion of a fare increase. She indicated that this board meeting would discuss the options that the board could consider to achieve the current \$250,000 budget gap.

Recapping, fuel is about \$200,000 over budget, the cost per gallon was \$3.21 last month when it was not under a fuel contract, and fuel contract price is \$3.05 per gallon. Property insurance is another \$57,000, which comes to approximately \$200,000 - \$250,000 that will need to be recovered at the end of this year. Other concerns she shared with the Transit Board are the possibility of lower federal funding in the future – as much as a 30% reduction.

She also shared conclusions from the previously collected data such as:

- What was least important to CyRide customers were routes that carried fewer customers and increasing the fare.
- Fare increases would have a large impact on low-income individuals.
- CyRide operates more holidays, provides more service on the weekends than its peers
- CyRide's fares are comparable to its peers
- CyRide provides one of the highest rides per capital and highest passengers/hour of its peers
- CyRide staff recommended four budget savings options totaling \$81,200, leaving a deficit of \$170,000 in the current year

Director Kyras then began discussing the three options identified by the Transit board to fill the funding gap. She began with a discussion of adding local dollars from the three funding parties. She indicated that Table 1 provided a breakdown of the current local funding from the three funders. Table 2 shows what it would take from the three funding partners to save \$170,000 – a 3.5 % increase in local share based of the three parties.

Next, she detailed information regarding possible fare increases. She began with a discussion of the increase in the student's share, which was based on generating \$.31 per ride and a calculation of the number of student rides generated last year. Based on this calculation students would need an additional \$75,821 for a six-month period. She indicated the same calculation was used on each of the three fare scenarios.

Trustee Wacha indicated that GSB could take their share of a fare increase out of the trust fund balance they have accumulated and not have an impact on fees in January through June 2012.

Director Kyras then explained the differences between the three scenarios:

- Option 1 - 20 – 25% increase across the board, except monthly passes

- Option 2 - Same thing as above, except increase monthly pass as well, but add a new reduced fare pass
- Option 3 - Increasing the pass categories only

Director Kyras then explained each option in more detail. With Option 1, she indicated that all fares had been increased a logical amount between 20-25%, except for monthly passes. The reason to not increase this pass was based on the peer analysis that indicated CyRide's monthly pass was higher than its peers. She also indicated that some fares did not increase under this option - children under 5, transfers, and DAR. She indicated this option is estimated to generate \$106,000 in six months, with a 5% reduction factored in based on staff's estimate of ridership decreases as a result of increased fares.

The second option is the same as option 1, except the monthly pass would be increased to \$40 and a reduced-fare monthly pass would be introduced at \$20 for Medicare, Medicaid, seniors and the disabled. It is estimated that this scenario generates \$112,250 in six-months.

Trustee Schainker asked if a person receives Medicaid, if they automatically qualify or if CyRide was required to offer the half price fare to these passengers. Staff's response was that not all people qualify. There are income guidelines as well as disability guidelines. Director Kyras also indicated that offering Medicaid participants lower fares was not required; Medicare recipients was required, however. Trustee Schainker shared his thoughts that there needed to be a better, easier way, which was more inclusive, to assist low income individuals than scenario 2.

Director Kyras then explained Option 3. She indicated that this option generates the lowest increase in farebox revenue and would shift customers from passes to cash and tickets, which would not be increased under this scenario. The Transit Board then entered into a discussion about the percentages of riders in each fare category and the number of rides that customers averaged per month using passes. Tom Davenport, CyRide's Transit Coordinator, indicated that passes are currently based on 7.5 rides per week – semester pass is 7.4 rides per week.

Trustee Anders asked if there was a reduced fare for city and university employees. There is none for city employees, but the university does subsidize passes for employees by 30%. The university previously subsidized a larger portion of the pass, but because of budget constraints, it has decreased its subsidy for their employees.

Director Kyras presented CyRide's efficiency analysis as illustrated in the graphs on Tables 9 – 14. The graphs show the routes, at various days of the week and times of day, and their efficiency. Table 15 is a summary of these tables and shows each route's passengers/hour compared to the average passengers/hour system wide. She indicated that routes that were 50% or less efficient were considered for service modifications. Table 15 shows the routes that were less efficient. Director Kyras then presented each of the tables explaining the routes that

fell below the criteria staff established: Pink, Yellow, Purple, Aqua, Gold, Green, Silver and Brown. She provided further information on some of these routes.

- Pink route is a new route for which CyRide received a grant. It is funded with 80% federal money. This route operates east on Lincoln Way, north on Dayton Road by the Dialysis Center and carries 1.7 passengers per hour.
- Yellow route travels along South Duff and carries 10.6 passengers per hours.
- The Purple route averages 23.3 passengers per hour and is a “helper” for the Red route, just not as efficient.
- The Silver route is a Sunday evening route that takes students to the dorms from the “S” lots and is operating at 9.5 passengers per hour

Director Kyras indicated that staff had developed 13 route reduction proposals based on the previously data collected. She explained each of the proposals and reason for consideration:

- Pink route – eliminate entire route
- Holiday service – eliminate Memorial Day, 4th of July and Labor Day service
- Cardinal route - move route one block operating on Pammel Drive saving one bus all day long, \$48,000 savings, but does not reduce capacity
- Aqua route - eliminate entire route
- Gold route - eliminate last trip
- Green route - eliminate trips after 7:00 pm at night
- Brown route- eliminate trips after 6:30 pm in the evening
- Yellow route - eliminate all service on Saturday
- Green route – eliminate all service on Saturday
- Brown route – eliminate all service on Saturday
- Silver route - eliminating route
- Green route – Eliminate service on Sunday
- Red, Green, Blue - Eliminate first two trips on these routes on Sunday morning

Director Kyras indicated that the board members had been provided with detailed information and maps of these proposals in the book provided at the meeting. She indicated that Table 17 presented the 13 proposals, statistics about each, such as what could be saved, and how many riders would be lost. The columns in red, packaged options into groups that address the \$170,000 deficit based on different criteria – financial, student impact, transit dependent impact and least number of customers impacted. She then shared with the board members which options could be considered based on the criteria.

Director Kyras explained that Table 17 was provided to give board members different ways to consider over the next month when making a decision on the possible reductions. The Director then shared staff’s Technical Option on Table 18 with the Transit Board. She indicated that this option was \$50,000 short of the desired goal six-month and, if the board desired to recover the entire amount in six-months another option would be to provide additional local dollars.

Trustees agreed the internal budget savings at CyRide was a start. Staff shared with the board members that mid-year service changes were difficult for customers as they had contractual obligations for housing based on where bus routes were at the beginning of the school year. The Director then shared that a decision on the reductions could be made after the September 1st public meeting.

Trustee Schainker indicated a concern about increasing local dollars without looking further into the future. He questioned where CyRide's closing balance would be at the end of the year and with anticipated federal cuts where the balance would end in two years.

Trustee Madden indicated, that based on his discussions with the students, that they did not want to decrease service and were willing to address the issue with additional dollars. He indicated ISU's share was smaller so they could also consider this option.

Trustee Wacha agrees with the internal cuts and the need to increase fares because CyRide does not want to be in the same place next year. With federal funding go down, he indicated that CyRide should be more conservative on the cuts.

Trustee Madden shared that increasing fares would shift a bigger share of the cost to students, who are already paying their share. He indicated that this opens up a broader issue of what is the appropriate amount of the student's share. He indicated that students pay fees and, indirectly, pay property taxes as well through their rent; thereby, already paying twice. He indicated that only 10,000 students live in university housing and the additional 20,000 contribute to property taxes.

Trustee Schainker shared with the trustees that of the three party funders, the university is a small portion. He also indicated that the tax base is not growing as fast as the students are. He questioned whether an option should be to eliminate the Pink route since it was recently added as a new route, but that it is 80% funded with federal/state dollars.

Trustee Madden indicated that eliminating the Silver route is a safety issue and would shift this need to the university's Help Van to assist students on Sunday evening.

Trustee Schainker was concerned about next year's budget as well as the current one. He questioned whether the closing balance would be greater or less at the end of next year if the three funding bodies contributed more dollars in the current year, without increasing revenues or decreasing expenses. He also questioned what the appropriate level was for the GSB Trust Fund. He indicated that state pressures for lower property taxes will be difficult to fund transit at the current levels. He indicated that staff should develop a two-year revenue/expense pro forma so that board member could better judge the best course of action.

Trustee Madden shared that rerouting the Cardinal route does not adjust current service levels, does not reduce frequency, but moves traffic onto Pammel Drive. Trustee Madden was

concerned with this option because of its safety ramifications as Pammel is not a gated roadway and students would be crossing a busy roadway. Iowa State University has been fortunate that more people are not injured, but making the decision to move traffic onto Pammel Drive would need to be discussed with Facility Planning and Management. Director Kyras indicated that this discussion had not taken place with university staff.

President Anders congratulated staff all of the work that had been done to provide the board with information on this issue and asked what Director Kyras expected the transit board to do at this meeting. She indicated that no action needed to be taken at the current board meeting, but she urged board members to consider the information provided as well as the public input on September 1st so that a decision could be made at the October meeting. She indicated that staff needed two months to implement any changes. Director Kyras asked the trustees if there was additional information that staff could put together that would assist them in making a decision. The two-year pro forma was again discussed.

HEARTLAND SENIOR SERVICES: Director Kyras indicated that she had no prior knowledge of this issue before receiving the letter. She indicated that CyRide's contract with Heartland Senior Services (HSS) for Dial-A-ride service was in the second year of a five-year contract with annual renewals at 4% annually. In a letter received in August, John Klaus, President of the Board for Heartland Senior Services, indicated 4% was not adequate for the year that started on July 1st (6 weeks prior). She shared with the Trustees that HSS was invoking the clause: "...The right to renew this contract at a 4% increase per contract period for up to four additional contract periods, if agreeable to both the City and Heartland Senior Services." She indicated that this clause was originally intended for negotiation prior to the beginning of a contract. She indicated that another clause was meant to terminate a contract in force allowing for a 60 day notice. She indicated that the Assistant City Manager, Sheila Lundt, and CyRide's Director met last week with Heartland staff and the Board President regarding the issue. She indicated that HSS received transportation funding from three funding sources: CyRide, HIRTA and Asset. She also indicated that accounting for trips that were combined on one vehicle under different funding sources was difficult to pull apart. The group suggested meeting the following week to determine a direction on how to better provide realistic costs for each contract. HSS has verbally give CyRide an extension until September 30th to resolve the issue.

The financial implications to CyRide to directly operate the service are:

- CyRide leases a vehicle to Heartland Senior Services; however, there are three vehicles that operate on a daily basis. CyRide could place large buses on its fixed-route service and utilize its small bus fleet for Dial-A-Ride service. CyRide would have no spare buses and would eventually need to purchase three more buses.
- Buses parked outside would increase from 6 to 9 in the short term and once the new expansion is built, it would be full.
- CyRide would need six drivers and three part-time dispatchers
- Additional phones

- The biggest factor is the financial impact – 80% of this service is paid with federal dollars that could not come to CyRide if it operated the service.
- In total, it would add an additional \$250,000 in expenses to CyRide’s budget.

Director Kyras indicated that Heartland Senior Services is experiencing financial issues and that they are trying to figure out what they need to do to move forward. CyRide is required by federal regulations to provide Dial-A-Ride service. CyRide receives grant funding that is used for contracted transportation services and funding for shelters/buses. CyRide receives approximately \$140,000 annually that it can apply toward the HSS contract; it is only using \$100,000, with extra money carried over to the next year.

Director Kyras indicated the conversation that Sheila Lundt had shared with the group last week, which indicated Heartland Senior Services could lose ASSET funding if CyRide’s contract was cancelled and requested clarification on their cost per trip for in-town trips. Director Kyras indicated that the next steps included clarification on expenses. She indicated that if all parties agreed on the final numbers and they were different than those in the existing contract, she could bring a new interim contract to the board for consideration that would cover from July 1st through a date that allowed for rebidding of the contract. She stated that a new Request for Proposal for these services would need to be prepared. She asked for concurrence with this approach.

Trustee Wacha made a motion to have the Director continue to work with Heartland Senior Services to encourage contracting and report to the Transit Board at their next meeting in September. Motion seconded by Trustee Madden. (Ayes: 6: Nays: 0). Motion carried unanimously.

QUARTERLY OPERATIONS REPORT: Director Kyras noted the lower number of vehicles that received cleaning on the inside. She indicated this was a result of lower staffing approved in the 2010-2011 budget with the reduction of a custodial position. She indicated they were addressing this issue in other ways. Over the summer, all buses were cleaned. Overall, it has been a successful year and only one insurance claim for CyRide for \$718.

DIRECTOR’S REPORT: Director Kyras attended a construction meeting today for the Intermodal Facility and there are three more change orders. There will be an additional change order that ISU staff is working on due to poor soil conditions that could be large. In addition, the DOT had added additional reporting requirements on the Intermodal Facility project - adding a quarterly and annual report on top of monthly reports.

Board members asked if there was another grant possibility to do more construction. Staff was notified two weeks ago that CyRide came close, but did not make the cut in additional TIGER I funding. Staff is gearing up for the next round of TIGER.

The Director indicated that the federal Triennial Review went well, with only three minor issues that had already been addressed and taken care of the before the Triennial Review staff departed the next day. CyRide has received documentation from the FTA and findings have been closed.

Bike rack usage has increased 44% on the buses.

Board members asked if the fuel contract was saving any money and staff was happy to report, \$2,891 saved to-date using the contract.

Grove Apartments has not significantly impacted ridership to-date. Tenants so have been able to move into about half of the units. Staff will have a more accurate data at the next meeting.

The Director reminded board members about the September 1 public hearing – City Council Chambers 6:30 p.m. Trustee Anders encouraged as many board members to attend as possible.

TIME AND PLACE OF NEXT MEETING: Thursday, September 22 at 5:15 p.m. in the CyRide Conference Board room.

ADJOURN: Meeting adjourned at 7:14 p.m.

Bob Anders, President

Joanne Van Dyke, Recording Secretary

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees

FROM: Sheri Kyras

DATE: October 4, 2011

SUBJECT: FY2012 TIGER APPLICATION FOR INTERMODAL – PHASE II

BACKGROUND: In August 2010, CyRide prepared and submitted a grant application to fund construction of the Intermodal Facility's second phase. Included in this application was:

- 339 additional parking spaces, of which 20 would be reserved for vanpools
- Bike path through the ISU arboretum
- 2 additional bus bays
- 2 hybrid buses
- Additional bike lockers and racks
- Reconstruction of Hayward between Lincoln Way and Chamberlain
- New traffic signal at Hayward and Chamberlain Streets
- Bus tracking system signage
- Design and management

This project was not selected for funding under the 2010 TIGER program.

INFORMATION: In June, the US Department of Transportation released 2011 TIGER program guidelines and solicited pre-applications for the new funding program to be submitted by October 3, 2011 with final applications due by October 31, 2011. Since that time, staff has been working with the project team, as well as City and ISU officials, to modify the project to allow it to be eligible under the 2011 program guidelines. The budget on the next page identifies the project elements, funding sources and total dollars requested in the 2011 application.

Project Element	Federal Request	Local Share	Total Cost
Site Acquisition	\$0	\$2,000,000	\$2,000,000
Site Preparation	\$180,000	\$0	\$180,000
Parking Structure	\$5,440,000	\$0	\$5,440,000
Intercity Office/Waiting Area	\$0	\$0	\$0
Bus Road, 2 Bus Bays, Canopy	\$365,000	\$0	\$365,000
Bike Lockers/Amenities	\$33,000	\$0	\$33,000
Bike/Pedestrian Path	\$386,000	\$0	\$386,000
Public restrooms	\$0	\$0	\$0
Roadway Improvements – Signals	\$180,000	\$0	\$180,000
Roadway Improvements – Streets	\$1,420,000	\$44,250	\$1,464,250
Rolling Stock (1 Hybrid Bus)	\$498,000	\$102,000	\$600,000
CyRide AVL/NextStop	\$18,000	\$305,000	\$323,000
Equipment	\$25,000	\$0	\$25,000
Design/Project Management	\$1,135,000	\$0	\$1,135,000
Grant Administration (CyRide)	\$0	\$50,000	\$50,000
Creek Landscaping	\$210,000	\$0	\$210,000
Pedestrian Access/Corridor	\$115,000	\$0	\$115,000
TOTAL	\$10,005,000	\$2,501,250	\$12,506,250
Local Share	80%	20%	

All of the 2010 application elements are contained in the 2011 application, except for the reduction of one hybrid bus. Through revenue and expenses discussions, it has been determined that the project could fund only one circulator bus from the facility revenues, as opposed to two buses as envisioned in the previous application. In addition, the 2011 application includes the following new items:

- **Grant Administration** – As part of the local share, CyRide staff’s in-house costs will be included in the application.
- **Creek Landscaping** – The grant would fund stabilization of College Creek through the site.
- **Pedestrian Access** – A new pedestrian corridor will be created connecting the Intermodal facility with the soon-to-be newly reconstructed SW Athletic Fields and newly renovated Beyer/State Gym recreational facility. A 6 foot wide concrete sidewalk will be included in the project.

When developing the budget, the local dollars contributed to the project totaled \$44,250 less than the 20% local match requirement. In discussions with the City and ISU, each entity would provide half of the local dollars needed if the project is selected for funding under this program.

Staff is in the process of soliciting letters of support from within the community to demonstrate the project’s benefit to Ames residents and businesses. As part of this support, the grant requires an authorizing resolution from the Transit Board of Trustees (draft attached).

ALTERNATIVES:

1. Approve an authorizing resolution supporting a TIGER grant request for construction of the Intermodal Facility – Phase II.
2. Do not support a resolution and TIGER grant application submittal for the Intermodal Facility – Phase II.

RECOMMENDATION:

The Transit Director recommends approval of alternative #1 to support and submit the 2011 TIGER grant application for completion of the Intermodal Facility. Sufficient local match has been identified and the benefits of additional parking in the Campustown area will allow the community to access activities through this coordinated transportation facility.

Authorizing Resolution
Transportation Investment Generating Economic Recovery
Ames Intermodal Transportation Facility – Phase II

Resolution authorizing the filing of an application with the United States Department of Transportation and/or Federal Transit Administration, an operating administration of the United States Department of Transportation, for capital investment in surface transportation infrastructure authorized under the FY2011 Continuing Appropriations Act.

WHEREAS, the United States Department of Transportation and/or Federal Transportation Administrator has been delegated authority to award Federal financial assistance for a transportation project;

WHEREAS, CyRide proposes to construct phase II of an Intermodal Transportation Facility in Ames that would provide user-friendly accessible connections between all modes of transportation within one location for public transit buses, intercity buses, airport shuttle services, bicycles, pedestrians, carpools/vanpools, and taxis while providing needed parking to generate long-term economic development growth, production or employment;

WHEREAS, the grant or cooperative agreement for Federal Financial assistance will impose certain obligations upon the Applicant and may require the Applicant to provide the local share of the project cost;

WHEREAS, the Ames Transit Agency has or will provide all annual certifications and assurances to the United States Department of Transportation and/or Federal Transit Administration required for the project.

NOW, THEREFORE, BE IT RESOLVED BY AMES TRANSIT AGENCY BOARD OF TRUSTEES

1. The Transit Director or his/her designee is authorized to execute and file application for Federal assistance on behalf of Ames Transit Agency with the United States Department of Transportation and/or the Federal Transit Administration for Federal Assistance authorized by 49.U.S.C. chapter 53, Title 23, United States Code, or other Federal statutes authorizing a project administered by the Federal Transit Administration. All public transit systems are eligible to receive TIGER discretionary funding according to the Federal Register; Vol. 76, No 127 filed Friday, July 1, 2011.
2. The Transit Director or his/her designee is authorized to execute and file with its application the annual certification and assurances and other documents the United States Department of Transportation and/or Federal Transportation Administration require before awarding a Federal assistance grant or cooperative agreement.
3. The Transit Director or his/her designee is authorized to execute grant and cooperative agreements with the United States Department of Transportation and/or Federal Transit Administration on behalf of Ames Transit Agency.

CERTIFICATION

The undersigned duly qualified President - Board of Directors, acting on behalf of the Ames Transit Agency, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Ames Transit Board of Trustees held on October 4, 2011.

(Signature of Recording Officer)

President, Board of Directors
(Title of Recording Officer)

October 4, 2011
(Date)

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees

FROM: Sheri Kyras

DATE: October 4, 2011

SUBJECT: HEARTLAND SENIOR SERVICES 2011-2012 CONTRACT
AMENDMENT

BACKGROUND: In June 2010, CyRide approved and signed a five-year contract (including annual renewals) with Heartland Senior Services (HSS) for provision of Dial-A-Ride services. Since that time, two issues have resulted in the need to modify this contract. First, the Iowa DOT requested changes to the contract to reflect non-financial language clarifications. The Transit Board approved these changes at their July Board Meeting. A copy of the attached contract amendment reflects these approved changes in red (including board suggestions at that meeting). This process was not completed at that time due to the second issue discussed next.

Second, Heartland Senior Services indicated their desire to end the Dial-A-Ride contract on August 30, 2011, which was later extended to September 30 and most recently October 30, 2011. At that time, there was a belief by HSS that the contract rates did not cover the expenses being incurred.

INFORMATION: Since HSS's initial contact to cancel the contract in August, several meetings have taken place. The most recent meeting was a result of an independent audit of HSS's Transportation Program completed by Houston and Seeman. The attached letter dated September 21, 2011 from the firm indicates that the revenues and expenses generated under the Dial-A-Ride contract during the previous fiscal year ending June 30, 2011, resulted in a "small loss". At that meeting, CyRide staff discussed concerns with the methodology used to arrive at this conclusion. The method used by the audit firm was based on a cost/passenger basis for all expenses across all transportation contracts. As the length of trips varies among the three transportation categories (Dial-A-Ride, Iowa City Route and Route), staff feels a combination of cost per passenger for fixed costs and cost per hour/mile for variable costs more accurately reflects the cost under each category and specific contract. Using staff's methodology, the revenues paid HSS exceed the expenses generated by service under the Dial-A-Ride contract.

The second issue discussed was the line item in the audit report, "Overhead previously allocated to Jasper". HSS began operating transportation in Jasper County under a contract with HIRTA several years ago. This contract was cancelled as of September 30, 2011. The auditor indicated that a portion of the fixed costs were previously paid by this contract and, with its cancellation, these costs would need to be borne by the remaining transportation contracts. They indicated

that CyRide's share of this was approximately 26% or \$12,461.75. The concern staff has with this allocation is that when Jasper County service began operating years ago, CyRide did not receive a credit for reduced fixed expenses; therefore, should not be charge this overhead in the current year. It is believed that this reduction was reflected in the ASSET contract.

The last issue discussed was the ASSET contract for transportation services and an acknowledgement that the eligible cost per trip contained in the current and previous year's ASSET contracts had remained at approximately \$12.50 per year, not increasing. The group participants acknowledged the possibility that the revenues generated under this contract had not kept pace with expenses under the program. It was determined that additional conversations with ASSET would need to be made.

As a result, the participants mutually agreed that the only change needed in the existing contract between CyRide and HSS for the provision of Dial-A-Ride service, beyond the DOT-required changes approved by the board in July, was an adjustment to the fuel surcharge rate. Upon CyRide staff's analysis of revenues and expenses, it was found that the current surcharge was not generating sufficient revenues to account for the increases in their expenses when fuel prices rose. The table below shows the current and proposed rates.

Current Contract Fuel Range	% Increase	Proposed Contract Fuel Range	% Increase
\$2.30 - \$2.54	1%	\$2.30 - \$2.49	1%
\$2.55 - \$2.79	2%	\$2.50 - \$2.69	2%
\$2.80 - \$3.04	3%	\$2.70 - \$2.89	3%
\$3.05 - \$3.29	4%	\$2.90 - \$3.09	4%
\$3.30 - \$3.54	5%	\$3.10 - \$3.29	5%
\$3.55 - \$3.79	6%	\$3.30 - \$3.49	6%
\$3.80 - \$4.04	7%	\$3.50 - \$3.69	7%
\$4.05 - \$4.29	8%	\$3.70 - \$3.89	8%
\$4.30 - \$4.54	9%	\$3.90 - \$4.09	9%
\$4.55 +	10%	\$4.10 +	10%

The proposed rate is included (in blue on page 22) in the attached contract. It is proposed that this rate be established as of July 1, 2011. The proposed surcharge would generate \$228.01 additional for July and August, 2011 above the invoiced costs.

If the fuel surcharge rate change is approved by the Transit Board of Trustees, the City Council and HSS Board will need to approve the changes as an amendment to the existing contract, in conjunction with the Iowa DOT changes already approved by the Transit Board.

Discussion at the last meeting indicated a possible desire by HSS to end the current Dial-A-Ride contract at the end of the fiscal year, June 30, 2012. As a result, staff will prepare a Request for Services proposal for distribution in January 2012 so that a contractor can be selected prior to the end of the HSS current contract and a smooth transition can be made. HIRTA and Boone

County Transportation have indicated interest in possibly providing CyRide's Dial-A-Ride service.

ALTERNATIVES:

1. Approve an amendment to the Dial-A-Ride contract to increase the fuel surcharge rate, effective July 1, 2011.
2. Approve an amendment to the Dial-A-Ride contract to increase the fuel surcharge rate, effective October 1, 2011.
3. Request staff to continue discussions with HSS on the Dial-A-Ride contract.
4. Do not approve a fuel surcharge rate adjustment.

RECOMMENDATION:

The Transit Director recommends approval of alternative #1 approving the fuel surcharge rate adjustment retroactively back to July 1, 2011. According to CyRide staff's analysis, this surcharge is not generating sufficient revenue to cover additional expenses when fuel prices increase. The adjustment will accurately increase revenue to cover these expenses.

HOUSTON & SEEMAN, P.C.
CERTIFIED PUBLIC ACCOUNTANTS
724 Story Street, Suite 601
Boone, IA 50036-2871

Kevin N. Houston, CPA
Eric G. Seeman, CPA

Telephone: (515) 432-1176
Fax: (515) 432-1186

September 21, 2011

Elizabeth Beck
Interim Executive Director
Heartland Senior Services
205 S. Walnut Ave.
Ames, Ia 50010

RE: New Transit Costs

Dear Liz:

Enclosed is a spreadsheet which should be useful for the budget you are working on as well as for the discussions you have with the City about the Dial-A-Ride program.

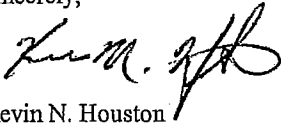
I have used the actual costs for the year ended June 30, 2011 along with the associated number of rides. Also shown are the overhead costs that previously were allocated to the Jasper Transportation program.

For example the actual costs for the Dial-A-Ride program for the year ended June 30, 2011 was \$142,601.61, you received revenues of \$140,131.32 which as we discussed before resulted in a small loss. Dial-A-Ride's proportionate share of the overhead previously allocated to Jasper is \$12,461.75, which means based on approximately the same number of rides and costs, in order to break even the Organization will need additional revenues of approximately \$15,000.

The exhibit also gives the revised costs for the Iowa City route as well as the overall transportation program.

If you have additional questions or need clarification about our anything, please let me know.

Sincerely,



Kevin N. Houston

Enc



America Counts on CPAs

Member American Institute of Certified Public Accountants

Heartland Senior Services
Total Cost Including Reallocated Overhead Year Ending June 30, 2011

	<u>Dial-a-Ride</u>	<u>Iowa City Route</u>	<u>Route</u>	<u>Total Transportation</u>
Expense				
80010 · Paid By Donation	0.00	0.00	2,348.04	2,348.04
80030 · Intra-Agency & Misc Exp	159.63	106.43	348.47	614.53
80065 · Fundraising Costs	0.00	0.00	2,416.02	2,416.02
80070 · Fund Development Costs	0.00	0.00	1,257.47	1,257.47
80085 · Contracted Services	536.47	357.66	1,172.34	2,066.47
80092 · Agency Advertising	385.14	600.55	783.18	1,768.87
80110 · Equipment Expenses	2,366.56	612.53	9,719.87	12,698.96
80159 · Personnel Expenses All	74,806.22	23,757.28	472,351.00	570,914.50
80255 · Program Travel Training Meeting	1,189.28	174.58	5,881.93	7,245.79
80300 · Admin Travel/Training/Meeting	58.73	37.54	138.62	234.89
80330 · Employee Advertising	1,839.92	438.31	10,280.59	12,558.82
80350 · Dues and Subscriptions	78.45	52.29	169.95	300.69
80360 · License Food Est, Bingo, Veh...	70.69	10.10	424.16	504.95
80370 · Premise Expenses	5,374.98	3,264.98	14,535.16	23,175.12
80600 · Supplies	926.57	571.37	2,014.53	3,512.47
80660 · SP Supplies - Program	864.38	128.43	5,255.66	6,248.47
80700 · Vehicle Expenses	51,727.35	12,401.67	353,027.02	417,156.04
90500 · Other Expense/Depreciation	2,217.24	0.00	8,541.00	10,758.24
Total Expenses	<u>142,601.61</u>	<u>42,513.72</u>	<u>890,665.01</u>	<u>1,075,780.34</u>
Overhead previously allocated to Jasper	<u>12,461.75</u>	<u>8,318.99</u>	<u>27,002.05</u>	<u>47,782.79</u>
Total Expenses	<u>155,063.36</u>	<u>50,832.71</u>	<u>917,667.06</u>	<u>1,123,563.13</u>
Total Rides	<u>9,101</u>	<u>431</u>	<u>64,156</u>	<u>73,688</u>
Total cost per ride	<u>\$ 17.04</u>	<u>\$ 117.94</u>	<u>\$ 14.30</u>	<u>\$ 15.25</u>

**CONTRACT FOR TRANSPORTATION SERVICES
BETWEEN HEARLAND SENIOR SERVICES (HSS)
AND THE CITY OF AMES d/b/a CYRIDE (CyRide)**

Amendment #1

B. Description of Service

From:

4. Cash fare will be retained by HSS, tickets returned to CyRide.

To:

4. Cash fare will be retained by HSS, tickets returned to CyRide. **The following fare structure per trip will be applied for service provided under this contract:**
 - **ADA eligible passengers within service area \$2**
 - **ADA eligible passengers outside of service area \$6**
 - **Personal Care Attendant Free**
 - **Companions \$2**
 - **No Show or Late Cancellation \$5**
 - **General Public \$18**

D. Operations Responsibilities

From:

2. Scheduling and dispatching support shall be provided by HSS.

To:

2. Scheduling, **reservations** and dispatching support **as well as the identification of rider fares** shall be provided by HSS. **CyRide will be responsible for disseminating information regarding the eligibility, establishing a fare structure and use of Dial-A-Ride Service by ADA-eligible passengers and the general public.**

From:

6. HSS will provide documentation of services provided in a format acceptable to CyRide. Monthly reports will be submitted that show the number of passengers by type of fare including no shows and PCA's carried each day, revenue hours and miles operated per day, and on-time performance. Record of names and times of each ADA eligible person carried by HSS will be provided. HSS will provide any additional information that is required by the Iowa DOT and the Federal Transit Administration. Reports will be submitted to CyRide within 15 days of the end of each month.
HSS will conduct and maintain a drug and alcohol-testing program that conforms to FTA and IDOT regulations. HSS will submit quarterly reports to CyRide when required by the IDOT.

To:

6. HSS will provide documentation of services provided in a format acceptable to CyRide. Monthly reports will be submitted that show the number of passengers by type of fare including no shows and PCA's carried each day, revenue hours and miles operated per day, and on-time

performance. Record of names and times of each ADA eligible person carried by HSS will be provided. HSS will provide any additional information that is required by the Iowa DOT and the Federal Transit Administration **such as the Year-End NTDS statistics**. Reports will be submitted to CyRide within 15 days of the end of each month.

HSS will conduct and maintain a drug and alcohol-testing program that conforms to FTA and IDOT regulations. HSS will submit quarterly reports to CyRide when required by the IDOT.

E. Other CONTRACTOR Responsibilities

From:

7. HSS shall accept all risk and indemnify and hold CyRide, and the City of Ames, Iowa State University, and the Government of the Student Body harmless from all losses, damage, claims, demands, liabilities, suits, or proceedings, including court costs, attorney's and witness' fees relating to loss or damage to property or to injury or death of any person arising out of the acts or omissions of HSS or its employees or agents. Provider shall provide a monthly summary of accidents, pending claims, and resolved claims during the term of this contract.

To:

7. HSS shall accept all risk and indemnify and hold CyRide, and the City of Ames, Iowa State University, and the Government of the Student Body, **as well as the Iowa Department of Transportation's Office of Public Transit** harmless from all losses, damage, claims, demands, liabilities, suits, or proceedings, including court costs, attorney's and witness' fees relating to loss or damage to property (**including the use of vehicles purchased and services provided under this contract with funds provided by the office**) or to injury or death of any person arising out of the acts or omissions of HSS or its employees or agents. Provider shall provide a monthly summary of accidents, pending claims, and resolved claims during the term of this contract.

From:

15. Drug and Alcohol Testing: HSS shall provide a copy of its Drug and Alcohol testing policy as described in Exhibit B. HSS shall also supply a copy of its annual Drug and Alcohol MIS as described in Exhibit B.

To:

15. Drug and Alcohol Testing: HSS shall provide a copy of its Drug and Alcohol testing policy as described in Exhibit B. HSS shall also supply a copy of its annual Drug and Alcohol MIS as described in Exhibit B. **HSS employees may not perform a safety-sensitive function unless he or she has been pre-employment drug tested and is in the drug and alcohol random testing pool.**

F. Compensation (To include the fuel surcharge described in Exhibit A)

From:

1. Weekday, Daytime Service:

CyRide will pay Heartland Senior Services the following rates for each approved passenger between 6:30 a.m. and 6:00 p.m. on weekdays.

- \$11.15 – July 1, 2010 to June 30, 2011
- \$11.60 – July 1, 2011 to June 30, 2012
- \$12.06 – July 1, 2012 to June 30, 2013
- \$12.54 – July 1, 2013 to June 30, 2014
- \$13.04 – July 1, 2014 to June 30, 2015

There will be no reimbursement for No Shows or PCA's.

To:

1. **Weekday, Daytime Service:**
CyRide will pay Heartland Senior Services the following rates for each approved passenger between 6:30 a.m. and 6:00 p.m. on weekdays, **which reflects fully-allocated costs:**

- \$11.15 – July 1, 2010 to June 30, 2011
- \$11.60 – July 1, 2011 to June 30, 2012
- \$12.06 – July 1, 2012 to June 30, 2013
- \$12.54 – July 1, 2013 to June 30, 2014
- \$13.04 – July 1, 2014 to June 30, 2015

There will be no reimbursement for No Shows or PCA's.

Funding for service under this contract is provided by Federal Section 5310 funding. Total funding from this funding source is determined based on the number of annual rides provided at the rates contained in F.1 and F.2 and is published in the Federal Register annually.

From:

2. **Evening and Weekend Service:**
CyRide will pay Heartland Senior Services the following rates per hour for service provided after 6:00 p.m. on weekdays and for all service performed on Saturdays and Sundays. Heartland Senior Services will operate a Saturday schedule on days that CyRide fixed routes operate a Saturday schedule and HSS will operate a Sunday schedule on days that CyRide fixed routes operate a Sunday schedule.

- \$37.50 per hour – July 1, 2010 to June 30, 2011
- \$39.00 per hour – July 1, 2011 to June 30, 2012
- \$40.56 per hour – July 1, 2012 to June 30, 2013
- \$42.18 per hour – July 1, 2013 to June 30, 2014
- \$43.87 per hour – July 1, 2014 to June 30, 2015

Billing will be submitted monthly within 30 days after the end of each month.

To:

2. Evening and Weekend Service:

CyRide will pay Heartland Senior Services the following rates per hour for service provided after 6: 00 p. m. on weekdays and for all service performed on Saturdays and Sundays. Heartland Senior Services will operate a Saturday schedule on days that CyRide fixed routes operate a Saturday schedule and HSS will operate a Sunday schedule on days that CyRide fixed routes operate a Sunday schedule.

\$37.50 per hour – July 1, 2010 to June 30, 2011

\$39.00 per hour – July 1, 2011 to June 30, 2012

\$40.56 per hour – July 1, 2012 to June 30, 2013

\$42.18 per hour – July 1, 2013 to June 30, 2014

\$43.87 per hour – July 1, 2014 to June 30, 2015

Billing will be submitted monthly within 30 days after the end of each month.

CyRide will pay HSS within 30 days of receiving an acceptable invoice for service.

K. Assignability and subcontracting

From:

1. This contract is not assignable to any other party without the express written approval of HSS, CyRide.
2. No part of the transportation services described in this contract may be subcontracted by HSS without the express written approval of CyRide.

To:

1. This contract is not assignable to any other party without the express written approval of HSS, CyRide and the Iowa DOT.
2. No part of the transportation services described in this contract may be subcontracted by HSS without the express written approval of CyRide and the Iowa DOT.

EXHIBIT A

FUEL SURCHARGE

A fuel surcharge will be added to each monthly statement when applicable. The base rate for gasoline will be \$2.30. The average gasoline price for the month will be taken from the National Fuel Index located at www.eia.doe.gov (Midwest PADD2, regular, conventional area). Fuel surcharge chart included (exhibit A).

Fuel Price Range	Percent Increase to total monthly charge
\$2.30 to \$2.55 \$2.49	1%
\$2.56 to \$2.80 \$2.50 - \$2.69	2%
\$2.81 to \$3.05 \$2.70 - \$2.89	3%
\$3.06 to \$3.30 \$2.90 - \$3.09	4%
\$3.31 to \$3.55 \$3.10 - \$3.29	5%
\$3.56 to \$3.80 \$3.30 - \$3.49	6%
\$3.81 to \$4.05 \$3.50 - \$3.69	7%
\$4.06 to \$4.30 \$3.70 - \$3.89	8%
\$4.31 to \$4.55 \$3.90 - \$4.09	9%
\$4.56 to \$4.80 \$4.10 +	10%

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees

FROM: Sheri Kyras

DATE: October 4, 2011

SUBJECT: FARE INCREASE/SERVICE CHANGE STUDY UPDATE

BACKGROUND: At the previous four Transit Board of Trustee's meetings, CyRide staff has discussed information pertaining to the budget challenges as a result of higher-than-budgeted fuel prices and increases in property insurance. Combined, these challenges total a \$250,000 budget shortfall for the current fiscal year. Over the previous months, staff has held public meetings, analyzed peer transit systems, determined CyRide's route efficiency/effectiveness, and reviewed current budget expenses. This input/analysis has led to several proposals to address the financial issue.

INFORMATION: At the August Transit board meeting, trustees requested staff develop a two-year expenses and revenue pro forma that would provide a multi-year "picture" of CyRide expenses and revenue as well as the percentage increase in local funding needed. The Technical Option presented at the August meeting was included in this pro forma to determine if this would provide adequate closing operating balances and capital funds in the near term.

Additionally, staff conducted a second public meeting to present the proposals and technical option developed and gain public thoughts on these possible modifications. Both of these activities are detailed below along with staff's recommendation.

Second Public Meeting

The second public meeting was held on September 1, 2011. Approximately 100 people attended the meeting in the City of Ames Council Chambers. The attached summary of comments from the meeting entitled, "CyRide Public Meeting – Fare/Service Increase Study Update 9/1/2011," details the comments received. In addition, attached are comments received from:

- Email/Phone Public Comments
- Letters from:
 - ACPC Child Care
 - AMOS
 - Bob Bourne

In summary, most participants indicated a desire to keep current services, with some indicating a fare increase was preferable. There were also numerous ideas on other ways CyRide could reduce expenses or gain additional revenue; however, there was not a consensus on any one method.

Staff Recommendation

Staff has developed a recommended “package” of changes for the board’s consideration. In total, these changes will recover \$193,467 out of the \$250,000 budget gap this year and an additional \$24,227 in next year’s budget (2012-2013). This recommendation is based upon data gathered over the summer and input from the two public meetings as follows:

- Numerous comments that a fare increase is preferable to service changes
- Recognition that increased fares are difficult for low-income individuals to afford
- Discovery that CyRide operates more holiday service than similar peer systems
- Lack of public comments about reducing holiday service and the Gold route proposal

Therefore, CyRide’s staff recommends is as follows:

Internal Budget Savings – Immediately implement the following budget measures to reduce expenses:

<u>Expense</u>	<u>Net Savings</u>
Delay purchase of CyRide’s expansion vehicle	\$30,000
Reduce vehicle parts budget	\$40,700
Bring drivers in office between runs as opposed to running an extra trip	\$5,000
Reduce Public Education/Advertising	\$5,500
Recommended Savings	\$81,200

Fare Increase – Implement Fare Scenario B (formerly entitled Fare Scenario #2) attached, which increases all fares 20-25%, but adds a reduced fare pass option for Medicare and Medicaid recipients, persons over 65 and persons with a disability. This option also includes Medicaid recipients as eligible for currently-offered reduced fare cash and tickets.

This option increases GSB funding by \$75,821 from January – June 2011 and \$151,642 for the 2012-2013 budget year for student’s share of the fare increase, collected through student fees. With a \$1,099,962 trust fund balance, this increase can be deducted from this balance, without the need to increase student fees.

Additional Revenue Generated **\$112,267**

Service Changes

At the public meeting there were two service proposals that participants either supported or did not comment on that are recommended for implementation. These two are as follows:

<u>Service</u>	<u>Net Savings</u>
Holiday Service – Eliminate service on Memorial Day, 4 th of July and Labor Day	\$21,377
Gold Route – Eliminate the last trip of the day each weekday	\$2,850
Recommended Savings	\$24,227

Summary of Savings:

2011-2012 Savings	
Internal Budget	\$81,200
Fare Increase	\$112,267
Total 2011-2012	\$193,467
2012-2013 Savings	
Service Changes	\$24,227

Two-Year Pro Forma

CyRide staff has reviewed its current year's budget to determine if it's approved expenses and revenue projections reflect a realistic year-end financial situation. Staff also projected revenue and expenses for the next budget year, 2012-2013, including the above staff recommendation. Based on these estimates, the attached "CyRide Pro Forma September 29, 2011" was developed. In summary, the 2011-2012 budget year, under this scenario, will:

- End with a closing balance slightly higher at 9.4%
- End with a closing capital balance unchanged from budget at \$239,812

The 2012-2013 budget year will:

- Require a 7% increase in local contribution from the three funding partners
- End with a closing balance at 9%
- End with a closing capital balance at \$331,437

Any changes that the Transit Board desires to be implemented in January 2012 will take approximately two months to complete; therefore, decisions will need to be made in October for implementation at the beginning of 2012.

ALTERNATIVES:

1. Approve staff's recommendation to reduce internal expenses, implement Fare Increase B and reduce holiday and gold route service.
2. Approve a board developed option to reduce the 2011-2012 budget gap.
3. Defer action until the November Transit board meeting.

RECOMMENDATION:

The Transit Director recommends approval of alternative #1 to address CyRide's current budget shortfall. This option recovers a significant amount of the shortfall, with only minor impacts to its customer's ability to move throughout the community. The recommendation is based upon public input received. If a significant change in revenues or expenses are negatively incurred next budget year, further service cuts could be considered at that time.

Table 4
Fare Scenario B - (20-25% Across-The Board Increase - New Fare Category)

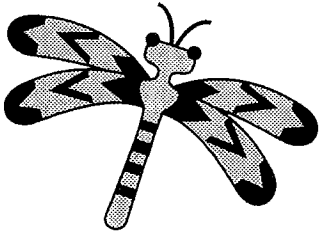
Fare	Current Amt.	Proposed Amt.	% Change	Revenue Increase	
				Six Mo.	Annual
ISU Students	Fee Paid	Fee Paid	--	\$73,375	\$146,750
Cash Fare	\$1.00	\$1.25	25%	\$16,884	\$33,769
Reduced Fare Cash (K-12, Medicare, Medicaid , Persons over 65, persons with a disability)	50¢	60¢	20%	\$1,678	\$3,356
Children Under 5	Free	Free	0%	\$0	\$0
Tickets (Books of 10)	\$10	\$12	20%	\$1,553	\$3,106
Reduced Tickets (K-12, Medicare, Persons over 65, Medicaid , persons with a disability)	\$5	\$6	20%	\$1,207	\$2,413
Reduced Fare Monthly Pass (Medicare, Medicaid, Persons over 65, person with a disability)	Not Avail.	\$20	--	\$2,500	\$5,000
Monthly Pass	\$35	\$40	14%	\$3,500	\$3,500
Fall Semester Pass (Mid-Aug. to End of Yr.)					
Purchased mid-Aug. to mid-Sept.	\$130	\$160	23%	--	\$3,930
Purchased after mid-Sept.	\$100	\$120	20%	--	--
Reduced Fare Fall Pass (Mid-Aug. to End of Yr.)					
Purchased mid-Aug. to mid-Sept.	\$65	\$80	23%	--	\$825
Purchased after mid-Sept.	\$50	\$60	20%	--	--
Winter Pass (Nov. - mid-Mar.)					
Purchased Nov. - Dec. 10	\$120	\$150	25%	--	\$780
Purchased after Dec. 10	\$80	\$100	25%	\$1,280	\$1,280
Reduced Fare Winter Pass (Nov. - mid-Mar.)					
Purchased Nov. - Dec. 10	\$60	\$75	25%	--	\$105
Purchased after Dec. 10	\$40	\$50	25%	\$40	\$40
Summer Pass (May 7 - Aug. 31)	\$80	\$100	25%	\$3,900	\$3,900
Reduced Fare Summer Pass	\$40	\$50	25%	\$1,140	\$1,140
School Year Pass (Mid-Aug. to May 31)					
Purchased mid-Aug. to mid-Sept.	\$260	\$320	23%	--	\$7,560
Purchased after mid-Sept.	\$230	\$280	22%	--	--
Purchased after Dec. 10	\$130	\$160	23%	\$4,050	\$4,050
Purchased after mid-Feb.	\$100	\$120	20%	--	--
Reduced Fare School Year Pass (Mid-Aug. to May 31)					
Purchased mid-Aug. to mid-Sept.	\$130	\$160	23%	--	\$1,500
Purchased after mid-Sept.	\$115	\$140	22%	--	--
Purchased after Dec. 10	\$65	\$80	23%	\$1,245	\$1,245
Purchased after mid-Feb.	\$50	\$60	20%	--	--
Transfers	Free	Free	0%	\$0	\$0
Dial-A-Ride Fare	\$2	\$2	0%	\$0	\$0
Non-ISU Revenue Generated (No Ridership Decline)				\$38,977	\$77,499
Non-ISU Revenue Generated (5% Ridership Decline)				\$36,446	\$71,285
ISU Student Revenue Increase (\$.031/ride)				\$75,821	\$151,642
Total Revenue Increase				\$112,267	\$222,927

CyRide Pro Forma
September 30, 2011

	07-08	08-09	09-10	10-11	11-12	12-13	12-13
	Actual	Actual	Actual	Actual	Amend	Likely	Likely
Revenues							
FTA Section 5307	1,365,236	1,328,822	1,442,590	1,490,918	1,528,279	-10.0%	1,375,451
STA Oper Assistance	530,334	488,589	448,181	497,650	510,091	5.0%	535,596
STA Special Projects				38,861	38,861		
IDOT Training Reimb	18,432	18,209	13,583	16,666	16,666	0.0%	16,666
5310 Elderly Disabled	83,944	94,987	94,640	99,877	104,871	5.0%	110,114
JARC	20,340	33,951	37,270	58,937	58,937	0.0%	58,937
Full Fare Monthly Pass	31,966	36,530	36,550	28,885	30,907	12.0%	34,616
Reduced Fare Monthly Pass					5,000	100.0%	10,000
Fixed Route Fares	123,654	113,552	121,902	132,890	147,508	22.5%	180,698
Dial A Ride Fares	11,634	9,623	9,899	8,903	8,903	0.0%	8,903
Full Fare Ticket Book	23,239	18,751	19,225	18,730	20,790	22.5%	25,468
Reduced Fare Ticket Book	11,278	9,326	11,145	12,366	13,726	22.5%	16,815
Reduced Fare Semester Pass	17,580	14,565	20,550	15,040	16,694	22.5%	20,451
Full Fare Semester Pass	74,092	73,975	98,320	98,905	109,785	22.5%	134,486
GSB Fee increase for Fares					75,821		151,642
ISU Parking Systems	219,640	229,106	229,106	236,489	243,584	3.0%	250,891
Cy Ride Advertising	95,424	100,657	103,510	112,898	107,000	0.0%	107,000
Shuttle Revenue	118,820	81,982	47,502	42,004	82,000		42,000
Damage Claims	16,696	9,876	17,718	12,218	12,000		12,000
Sale Of Equipment	9,453	12,852	15,348	32,699	15,000		15,000
Misc Revenue	3,714	1,182	1,455	2,375	2,000		2,000
HSS Service		2,957	5,732	6,464	7,000		7,000
MPO Reimbursement	24,291	32,094	30,925	34,416	32,000		32,000
Pooled Cash Interest	108,198	50,142	23,504	13,918	8,000		8,000
Unrealized Gain/Losses	9,147	7,178	39	(3,826)	3,100		3,100
ISU Administration	501,667	530,764	557,302	576,808	599,880	7.0%	641,872
GSB Tuition	2,608,946	2,760,265	2,898,278	3,008,118	3,128,442	7.0%	3,347,433
City of Ames	1,150,821	1,248,110	1,325,689	1,306,309	1,367,906	7.0%	1,463,659
Subtotal	7,178,545	7,308,045	7,609,962	7,899,519	8,294,751		8,611,797
Expenses							
	07-08	08-09	09-10	10-11	11-12	12-13	12-13
	Actual	Actual	Actual	Actual	Amend	Likely	Likely
Wages and Benefits	4,359,495	4,708,992	5,150,980	5,433,927	5,599,787		5,726,033
Human Resources	81,066	76,600	76,689	62,072	85,550	2.5%	87,689
Legal Services	2,671	3,069	8,615	8,540	8,800	2.5%	9,020
Purchasing	21,983	24,446	22,625	29,626	27,170	2.5%	27,849
Finance	57,258	61,793	62,649	59,981	67,614	2.5%	69,304
Data Services	39,102	42,857	45,333	46,229	46,792	2.5%	47,962
Messenger Service	1,941	2,095	2,364	2,545	2,701	2.5%	2,769
Printing/Graphics	4,268	3,255	3,077	4,582	4,000	2.5%	4,100
Insurance	91,026	112,601	116,257	126,787	229,000	2.5%	234,725
Phone Oper./Maint	13,262	14,602	14,972	14,972	14,972	2.5%	15,346
Long Distance	512	392	376	307	400	2.5%	410
Fleet Oper./Maint.	0	0	0	504	0	2.5%	0
Outside Prof Serv	14,701	18,699	84,896	21,373	22,121	3.5%	22,895
Postage/Freight	1,198	779	1,580	1,326	1,372	3.5%	1,420
Travel/Meetings	921	2,160	1,070	1,603	1,659	3.5%	1,717
Training	11,113	3,540	4,526	5,110	5,289	3.5%	5,474
Conferences	14,670	21,498	14,511	14,768	15,285	3.5%	15,820
Subscriptions/Books	369	1,131	1,277	771	798	3.5%	826
Dues & Memberships	16,001	13,793	12,427	15,456	15,997	3.5%	16,557
Tuition Asst.				2,575	2,665	3.5%	2,758

CyRide Pro Forma
September 30, 2011

	07-08	08-09	09-10	10-11	11-12	12-13	12-13
	Actual	Actual	Actual	Actual	Amend	Likely	Likely
Printing/Graphics	41,540	33,413	33,414	38,355	39,697	3.5%	41,087
Advertising	6,903	22,962	19,383	20,954	21,688	3.5%	22,447
Recruiting	3,883	1,507	270	2,055	2,126	3.5%	2,201
Insurance	0	0	0	0	0	3.5%	0
Electricity	41,518	48,259	61,533	66,774	69,111	3.5%	71,530
Telephone - Outside	1,871	1,624	1,810	1,907	1,974	3.5%	2,043
Water/Sewer	5,987	6,589	8,126	7,695	7,964	3.5%	8,243
Waste Disposal	12,276	15,358	6,103	9,005	9,320	3.5%	9,647
Natural Gas	34,394	26,777	23,419	27,984	28,964	3.5%	29,977
Structural Repair	16,401	17,758	27,508	13,616	14,093	3.5%	14,586
Mov. Equip. Repair	62,631	30,895	61,105	51,807	53,620	3.5%	55,497
Fixed Equip. Repair	11,372	38,580	26,561	42,065	43,537	3.5%	45,061
Rentals/Leases	26,087	23,871	24,001	32,844	33,994	3.5%	35,184
Non-City Service	187,390	184,541	181,567	190,173	196,829	3.5%	203,718
Office Supplies	9,819	5,989	5,745	5,930	6,138	3.5%	6,353
Minor Office Equip.	1,902	2,161	3,946	4,590	4,750	3.5%	4,916
Minor Comp. Equip.	1,201	2,572	4,577	616	638	3.5%	660
Ag-Hort Supplies	32	997	458	247	256	3.5%	265
Structural Materials	13,427	9,381	11,796	5,465	5,657	3.5%	5,855
Chemicals/ Lab Supp.	599	27	0	21	22	3.5%	23
Cleaning Supplies	20,774	17,366	16,049	21,033	21,769	3.5%	22,531
Equip. Parts/Supplies	10,045	11,705	10,513	7,445	7,706	3.5%	7,975
Minor Equip. Tools	8,694	10,920	8,450	9,863	10,208	3.5%	10,566
Food & Feed	4,102	4,325	2,507	2,708	2,802	3.5%	2,900
Motor Vehicle Parts	222,921	243,191	223,506	171,063	230,000	3.5%	238,050
Aggregate Products	0	74	0	0	0	3.5%	0
Wearing Apparel	27,524	28,567	28,679	24,538	25,397	3.5%	26,286
Special Projects	1,898	2,160	3,168	(2,135)	(2,209)	3.5%	(2,287)
Inventory Over/Short	1,226	0	8,894	74	77	3.5%	80
Fuel	857,960	589,622	684,468	872,935	1,024,000		1,120,000
Lubricants/Other	21,352	20,642	21,176	22,889	23,691	3.5%	24,520
Office Furniture	0	0	1,681	0	0	3.5%	0
Comp. Equip.	1,101	1,722	0	0	0	3.5%	0
Refunds	772	429	1,451	731	756	3.5%	783
Finance Adjustments	491	76,726	15,890	(25,000)			
Service Reductions							(24,000)
One Time Savings					(81,200)		
Non-Payroll Expenses	2,030,156	1,884,020	2,001,000	2,047,376	2,355,560		2,553,336
Total Expenses	6,389,651	6,593,012	7,151,980	7,481,303	7,955,347		8,279,370
Transfer to Capital Fund	912,231	500,000	713,000	632,000	239,812		331,437
Total Funds Used	7,301,882	7,093,012	7,864,980	8,113,303	8,195,159		8,610,807
Revenues over Expenses/Transfers	(123,337)	215,033	(255,018)	(213,784)	99,592		990
Ending Fund Balance	891,416	1,105,687	847,294	644,561	744,153		745,143
Ending Balance/Total Expenses	14.0%	16.8%	11.8%	8.6%	9.4%		9.0%



September 26, 2011

Members of the Transit Board of Trustees

I am writing on behalf of the Ames Community Preschool Center (ACPC) Board of Directors in response to your board's request for input regarding Cy-Ride's recent budget shortfall. It is obvious the community public bus system is experiencing several challenges and will need to balance the needs of users against the fiscal reality of the organization. There are no easy answers, and we are sympathetic to your situation.

That said, we are concerned that future service reductions to CyRide could adversely affect the children and families who use ACPC during the summer months. ACPC is a nonprofit childcare center serving the Ames community since 1968 with services for children 18 months to 5th Grade. We offer a sliding fee schedule for lower-income users and receive funding from United Way. ACPC is a heavy user of the Cy-Ride system during the summer months in particular. Our groups take the buses all over the city for field trips, park visits, library hours and pool times. We show our organization spent \$ 3500 purchasing Cy-Ride tickets from May to August.

During the summer, the preschool children from the ACPC Main Center at 6th and Clark access the Cy-Ride aqua route at least once a week to visit the Furman Aquatic Center. We had a minimum of 45 children and 10 staff who went weekly to Furman on the aqua route. The vast majority of our parents are working or going to school and are not able to travel to the pool with their children during the day. Our ACPC families are extremely grateful for this opportunity.

My purpose in writing to you is to make you aware that the ACPC Board position is that any plans to reduce or eliminate the aqua route will have a detrimental effect on the children who receive our services. Our school-age children currently walk from Fellows School each time to Furman. That walk from AHS to Furman would not be safe or feasible with groups of 3-5 year old children. A big plus for our children and staff about Cy-Ride is that it teaches them the importance of public transportation in our community.

Thank you for your consideration.

Victoria Feilmeyer

A Mid-Iowa Organizing Strategy (AMOS) Youth and Education Research Team Transportation Solution Idea

Research we gathered through 20 interviews with professionals who work with students at risk in our community, and shared with community leaders and the public April 14, 2011, showed that transportation for youth at-risk was a major issue.

Our findings:

1. Cost and availability of transportation are a big stress factor for youth at risk and their families and is part of the problem in students getting to and from school, jobs and the very after school activities that could engage them with and connect them more with their school community.
2. Service providers in a variety of areas are individually providing rides (taking significant time from tasks they are to perform like counseling)
3. Schools and the Alternative Learning Program for students at-risk must purchase and give bus tickets as they can. They run out every year.
4. Some providers have small grants for bus tickets: demand outweighs supply.

CyRide – current issues

1. CyRide is in the process of addressing a \$150,000 to \$200,000 fuel budget deficit as well as a \$60,000+ unanticipated cost for insurance.
2. In CyRide’s collection of input, the public spoke specifically about agreement for raising fares but a definite concern for not burdening those already in financial stress.

Proposed Opportunity

Ames Middle and High School Students ride CyRide for free at all times with their current school picture ID as their pass.

Benefits to the Community of Ames:

1. An identifiable, significant, proactive initiative for a *leading edge* community without a huge price tag to citizens.
2. Positive economic and safety impacts when youth can get to school, work and activities without driving and without cost to themselves or their families
3. Teaching youth to become public transportation users now and in the future (This is not just a “hope” -- CyRide had significant ridership increases and continued ridership increases after running a fare-free summer a few years ago.)
4. An attraction to families considering living in Ames.
5. A significant savings in time and money to families with students in Ames.

Benefits to students identified as at-risk

1. Less financial stress in their families
2. More opportunity to earn money
3. More opportunity to participate in activities.
4. Greater opportunity to get to school on time
5. Additional activities to choose from (we were told there are programs now that can not run regularly because of the lack of transportation.)
6. Service providers to students at risk could often use time and resources for their intended use, rather than giving them up to drive clients around.

Benefits to ACSD, schools

1. The ability to say our students ride free would be a feather in the cap of ACSD
2. Alternative Learning Program could use resources, now dedicated to buying tickets, to other needs for students at-risk.
3. Decrease in reasons for students' not being involved and on time for school and school events/activities.

Benefits to CyRide

1. CyRide is demonstrably a leader in public transportation. CyRide stands to enhance it's own image by coming through for the community in a way that will solve an identified problem and proactively enhance the community, with very little cost.
2. CyRide helps insure its own future success by creating life-time riders.
3. CyRide already provides service near both Ames Middle and High Schools. Do not need to add routes for this initiative.
4. In 2003, Cyride research found that allowing all K-12 riders to ride free would have cost \$22-\$24,000 in fares. Specific numbers for fares needed, potential added staffing etc, and funding options could be identified.
5. This is an opportunity for Cyride to add an important service to youth and the community at large without the burden of significant additional administration costs. CyRide has no "qualifications" to administer and no special passes to create.
6. With fares being a small portion of the revenue for CyRide, the impact could be quite minimal while the benefit could be incredible. As far as we know there is no current data on the age of riders, so we can not project the specific impact.

Overall Comment

All ACSD middle and high school students will be more mobile and less reliant on cars to get to work, school and activities. This benefits parents, students, the community at large, CyRide and the environment.

Please consider this idea as you navigate your budget issues. The seven member institutions of AMOS in Ames are willing to help in any way we can to develop community support for an effort that will support the transportation needs of youth at-risk in our community.

Sincerely,

Diane Birt, Jerry Chase, Janet Dunn, Nick Grall, Cheryl Lawson, Amy Hayes, Linda Voit
AMOS Youth and Education Research Team
www.amosiowa.org

Comments Regarding Proposed Fare and Service Changes

September 22, 2011

I offered some comments regarding the financial challenges facing CyRide at the public hearing in June, but was out of town during the most recent hearing. I would like to offer some additional comments before decisions are made regarding fares, service levels, and financial participation by the three primary funders.

I offer the comments based on my previous experience at CyRide as well as my observations of the bus services that I have worked with in the last five years. I have also read the public minutes, but do not have access to detailed information on CyRide services; and, thus, this will be a broad brush approach to CyRide's current financial situation.

History: CyRide has faced many financial difficulties since the creation of the Transit Agency in 1981. The GSB has frozen its fee levels, provided consecutive years of inadequate funding, and required a loan to balance the fee revenues. ISU has faced a series of financial challenges from the State Legislature on an almost yearly basis for the last 20 years. The City has endured a property tax freeze, challenges from the rollback, and rising internal costs that exceeded budgetary guidelines.

In each situation, when one funder faced a significant financial challenge, the other funders made a disproportionate funding increase. In subsequent years, the challenges would move and the funders were flexible in compensating for their difficult years. This fact is ***the underlying strength of the Transit Agency – working together to provide a strong financial base*** for the best service possible.

Equal funding levels brings CyRide to the lowest common denominator of funding. The cost of doing business increases at an uneven rate and funding should increase similarly. An unequal share continues the basis of financial success that CyRide has established. I urge the funding bodies to carefully deliberate on how they will participate in solving the current financial crisis.

Fund Balance: It is my understanding that the year end fund balance has decreased to less than ten percent while the goal is fifteen per cent. At some time in the last five years, the fund balance exceeded fifteen per cent. The Transit Board has made decisions in the last few years to lower the fund balance when there was no financial crisis. Now, the board is proposing service reductions and fare increases to accommodate the funding decisions that, in retrospect, may have not been the most prudent.

The burden for providing the financial stability of a fifteen per cent fund balance is the responsibility of the three funders. A steady increase of slightly more than the cost of doing business will gradually get the fund balance up to the fifteen per cent goal within three or four years. The important short term goal is to provide adequate funding to continue the important business of moving people easily around Ames. As staff has adequately illustrated, your choices are to reduce service, increase fares, tighten up internal cost controls, and to increase funding in whatever proportion each funder can provide.

Service Levels: CyRide has tried several services that have been tremendously successful. The frequent ten minute service on the Red Route, Moonlight Express, and seven day a week service are models that I use in my current work. If a very good service level is provided, passengers will use a well designed and executed service. I have been able to replicate the CyRide service model in several cities.

Conversely, CyRide has also tried some services that have been failures, attracting only a handful of passengers. The Transit Board in 1982 adopted a performance standard of **four passengers per hour for a new service in off peak time and ten passengers per hour in peak hours** after a one school year trial. The Transit Board eliminated several services in its 30 year history that did not make the minimum standard after one school year of service. The web documents indicate that the Aqua and Pink routes do not meet these minimums and I urge to eliminate those services as soon as possible to reduce the unnecessary cost of operation.

One of the strengths of CyRide service planning has been the ability to design a service, test it, evaluate it, and then expand or eliminate it. Hopefully, this type of experimentation will continue in the future, but weak services will be eliminated if they do not meet the targets set at implementation.

I would request that the board be **cautious about reducing weekend services** that are less productive than other services. Even the weekend service productivity at CyRide exceeds the weekday performance of many other transit systems. Weekend passengers are primarily ISU international students, on campus residence students, and low and moderate income residents of Ames.

Many of your passengers are traveling to activities that are important to them and maintaining that access to work, social, medical, religious, and shopping activities is essential. Ames is a rare community that provides access every day to almost everything a person needs to be easily involved in their life activities. Reducing service can have a significant negative effect on the well being of many people who face a series of challenges in their daily life activities.

Fare Levels: The peer group table below shows that the adult fare level is below average for similar systems as well as other data. Comparing fare levels is difficult because many systems have a variety of deep discounts, all day passes, two week passes, and other mechanisms to reduce the travel cost for customers.

With ISU students riding free and ISU employees riding at half fare, the majority of CyRide fare paying passengers are low or moderate income passengers. In the June public hearing, it was obvious that the passengers were willing to pay more in order to keep the service levels intact. **Raising the adult fare to \$1.25 is a reasonable increase** if it will remain stable for the next few years.

However, the impact of a fare increase on low and moderate income families can be traumatic. An extra 50 cents per day for a person traveling to and from a low or moderate income job can add up to \$250 per year. An increase for K-12 fares will add to the financial burden of getting children to and from school. For a single parent making \$9.00 per hour, the fare increase can easily consume three to five percent of available family funds.

In 2002, the Transit Board discussed free fares for K-12 students. The revenue impact was estimated at \$22,000 to \$25,000 per year. The request had come from representatives of low income families in Ames. The City Council rejected funding for this program as it would increase property taxes by approximately one cent and the benefits were not clearly understood.

At this time I would **strongly urge the Transit Board to implement a fare free K-12 program**. The funding would come from a portion of the general fare increase revenue. While the working parent would pay more per ride, the children would ride free and the overall family cost would be similar to current family transportation expenses. In essence, the low and moderate income passengers who pay the majority of fares would be providing a subsidy for low and moderate income families.

Participation in the program would require grade 6-12 students to show the driver a valid local school identification card. K-5 students would not be required to show identification. Keeping students in school is critical to their future success and students who drop out of school would be required to pay the adult fare. The logic is that they will probably go to work and should pay the adult fare if they choose not to continue their education.

The transit systems in Clinton and Ottumwa have successfully implemented fare free systems for their K-12 students with a minimum of service problems. I am working with the Ottumwa transit system and the challenges they face with student behavior are equal or greater than the potential challenges of free transportation for K-12 students in Ames. A rider code of conduct with appropriate penalties and enforcement will minimize service disruption concerns.

Internal Cost Control: The internal cost controls seem reasonable as proposed on the web site. However, I would encourage a careful evaluation of passenger waiting times. On some routes, extra buses are added in order to provide almost instantaneous service to ISU students. Extra buses are controlled by the CyRide staff. Eliminating one or two buses from the Red Route and/or Orange route might cause passengers to wait a few minutes for the next bus. Eliminating the same amount of service hours from the Green route or Sunday morning services could have a much more detrimental effect on ISU students living in the affected area as well as the general public. Additional cost savings by controlling the number of extra buses used on school days could provide additional internal savings with minimal impact on passengers.

Peer Group: I have put together a peer group of similar Midwestern transit systems in transit intensive university communities. Peer groups are difficult to establish because state funding policies may skew some of the performance numbers. I included Ithaca because its population is similar and State College because its overall performance is similar. I did not include CAMBUS because it is limited in service scope and its numbers skew meaningful comparison.

CyRide Peer Group							
				Current		Cost	Service
	NTD 2009	NTD 2009	Trips/	Adult	Efficiency	Effectiveness	Effectiveness
System	Population	Ridership	Capita	Fare	\$/RevMi	\$/PassMi	Pass/RevHr
Ames, IA	50,726	5,002,143	99	\$1.00	\$5.84	\$0.83	48.0
Ithaca, NY	53,528	3,413,827	64	\$1.50	\$5.97	\$1.21	29.4
State College, PA	71,301	7,098,612	100	\$1.50	\$6.82	\$0.58	62.7
Iowa City, IA	85,247	6,606,416	77	\$0.75	\$6.68	\$1.18	36.0
St. Cloud, MN	91,305	2,381,144	26	\$1.00	\$5.13	\$0.71	28.0
Champaign, IL	123,938	10,111,860	82	\$1.00	\$8.41	\$0.74	42.9
Lafayette, IN	125,738	4,741,647	38	\$1.00	\$6.41	\$1.02	35.5
Bloom-Normal, IL	112,415	1,643,192	15	\$1.00	\$4.03	\$1.19	18.4
LaCrosse, WI	89,996	1,275,121	14	\$1.25	\$5.22	\$1.18	21.7
Eau Claire, WI	91,393	1,028,586	11	\$1.50	\$4.80	\$1.24	19.3
Columbia, MO	98,779	2,297,882	23	\$1.00	\$6.04	\$1.09	35.0
Median			38	\$1.00	\$5.97	\$1.09	35.0
Average			50	\$1.14	\$5.94	\$1.00	34.3

CyRide performs well in all comparisons within its peer group and it has taken 35 years of continuous effort to create this high level of performance. CyRide has one of the highest “Trips per Capita” in the Small Transit Intensive City (STIC) funding program. CyRide is slight better than the peers in Cost Efficiency and significantly better in Cost Effectiveness and Service Effectiveness. These factors indicate that CyRide is a well designed system that delivers its services in a cost effective manner.

Summary: The Transit Board has created and nurtured an extremely successful bus system and I urge you to continue to provide service that meets many travel needs in Ames. The Transit Board now has the opportunity and challenge to make prudent decisions that have a long term positive effect on CyRide passengers and the overall system strength.

- Provide adequate funding to meet the cost of doing business
- Trim unproductive, lightly used service
- Examine internal cost controls
- Raise fares to \$1.25 for the adult base fare
- Provide fare free for K-12 students currently in school
- Continue to deliver the best bus service in the U.S.

Bob Bourne

724 Brookridge

Ames

515-231-1370

CyRide Public Meeting

Fare/Service Changes Study Update

9/1/2011

CyRide Board of Trustees Present: Warren Madden, Steve Schainker, Anna Fox, Arjay Vander Velden

CyRide Staff Present: Sheri Kyras, Barb Neal, Tom Davenport, Joanne Van Dyke, Shari Atwood

Diane Burt (AMOS Youth & Education Team): AMOS would like to request that CyRide consider providing free fares for middle/high school students that show their student ID card. AMOS has identified transportation as a fundamental issue for students at risk. Three students spoke indicating if CyRide were free there would be increased job opportunities and savings towards gas, car repairs and future college tuition. The goal would be to increase access to opportunities for students at risk while removing the transportation barrier for all middle/high school students.

Hollie Butcher (Towers - Wilson): Concerned with Proposals #7 (Brown Weekday Night elimination) and #10 (Brown Saturday elimination). The population in this area has doubled in the last year with the additional housing and the routes are needed in this area.

Ann Kinzle: There seems to be a failure on imagination and leadership from CyRide. Why does CyRide continue to support building their services in the floodplain that has flooded over and over? The low-income has to prove their low-income status over and over and there is a cost to that. I believe that Medicaid holders can pay their own way to ride the bus. Can CyRide instead of cutting services, think of ways to increase revenues? Buses are running billboards throughout the Ames' community; try out having CyRide as advertisement. Why does ISU provide parking incentives above the cost to ride the bus? It's \$90/bus pass but \$130 for a parking pass. Instead of fare increase or service cut, CyRide should broaden its imagination.

Doug Hill (S. 16th/Dayton): (individual has visual impairment) I am originally from Clinton, Iowa where transit picks up on every corner. The Clinton service was free on fixed route service to those with disabilities. Lives on a fixed income and it is fixed. Income has not risen in years yet costs continue to rise. There is no opportunity for a job to attain additional revenue and therefore the income he has is all he has. I ride the #10 Pink into town on weekdays. Takes DAR on weekends as Pink is not available though it's \$2/one-way and also have to call 24-hours in advance. I feel sorry for the ISU students as they literally have to buy a home before they get their degree. Why was the Moonlight Express service to the bars not considered for elimination over routes that the transit dependent truly need. CyRide does a great job other than that.

Adam Gunther (GSB; Inter-Residence Hall Association; originally from Canada):

1. Moonlight Express – consider changing hours to 11pm – 2pm to cut costs
2. Reduce/Eliminate – Pink, Yellow, Green (supportive of these options to eliminate)

3. #23 Orange – students need additional buses due to overcrowding; I know you can't add more buses now but we students often wait for 3-4 buses before there is room to board and stand
4. #6B Brown – reduce this service to mall; nobody rides it.
5. #6A Brown –Need more service from Kildee to Towers due to additional students living there.
6. Supportive of Gold Route last trip elimination
7. #21 Cardinal, #22 Gold, #23 Orange – Change these service to begin having ISU students show their ID's and go back to fares for remaining passengers.
8. Love the website

Kelly Huisman: Do not cut the Green Route on the weekends. This is my route and I depend on it. Those with disabilities can't walk for more than 2-3 blocks. Cutting the Green on the weekends would impact her self employment of being able to pet sit. Do not cut Green, Brown or Yellow. She is willing to pay the fare increase to avoid service cuts. She went to convention recently and those in that community can only dream of CyRide's excellent service.

ISU Student (Elizabeth Fowler): Can we see or hear what the cost savings would be for each of the service cuts? (Sheri shared the cost savings per route proposal with those at the meeting.) Supports cutting Brown Route from operating clear to the mall and turn it around at Schilletter. I would like to see smaller buses for frequency routes like Green Weekday 4-5 until 11pm.

Merlin Pfannkuch: I ride CyRide in the winter but bike in the summer. I'm disappointed in the city that it can't deal with the debt its given. The City has never supported CyRide. ISU Tuition increased 6%. State of Appropriations keeps going down. The same percentage from the different local funders are the same since the beginning. For the city leaders indicating that they're a "green" sustainable city, there is a failure with the city council and city manger to support transit. The Council is spending money inappropriately. They should give \$78,000 from the city's contingency fund to CyRide as opposed to consultants. Give \$100,000 to CyRide's shortfall from the road repair account. Staff could also work creatively towards more marketing of CyRide. Perhaps this would create more problems with high capacity on CyRide routes already through. Perhaps the Utilities freebie handouts could instead support CyRide? Can a team with environmental groups throughout the community come together to create more ridership/revenue. The taxpayers can do more to support CyRide.

Tammy Harness (Deb H.): (Deeply distraught) Do not cut Yellow route. This is the only way my friend and I can get into town. I also take Yellow to work. Please keep it running.

Community Regional Planning Student: There seems to be some of the buses coming from the Sommerset area that can be reduced like the 9:03am bus at 60% capacity. Please consider doing a route analysis in the near future.

Latoya Malfero: Ames City resident; single mom with 2 small children; relies on CyRide heavily She works at 8am on Brown Route and lives on Brown route. However, her only daycare that will care for kids after 6pm is located on the #10 Pink Route. Therefore, every day she takes the #6 Brown to the

mall, transfers to #1 Red to City Hall, transfers to #10 Pink to drop off her 2 kids at daycare; then takes #10 Pink back to City Hall, catches #1 Red to Mall, transfers to #6 Brown to get to work by 8am.

In the afternoon when she gets off at 4pm, it's the same cycle except when she picks up kids from daycare, she then walks to #4 Gray route to take to campus to catch #6 Brown except last Brown has left for the day and she then has to walk home with her 2 toddlers.

CyRide and my mother are how I get around town. I don't have another option. Please do not eliminate Pink, otherwise I can't get my kids to daycare and then I can't work to support them.

Zach Benn: Grad Student at ISU; international student in computer science. In favor of eliminating the last trip of Gold route. In favor of cutting the 3 holidays a year. Additionally, he wouldn't give up the funding provided in the federal/state grants that are currently supporting route services (Pink, #4A Gray, #6 Brown Weekends/Night)

Keith Kutz: Have utilized CyRide for 30 years and we have outstanding service. CyRide did not attain this problem overnight. It's sad to hear that we had a shortfall in the budget when we could do other things for solutions other than cut services. The \$30,000 deferring the vehicle is just deferring that for a year. That cost will be back in future years. Here are possible solutions:

- 1) #7 Purple – This service just overlaps Red. Can this route be eliminated?
- 2) #22 Gold Route – When I was a student we walked everywhere. Why do students today need to be transported door-to-door on campus when they can walk 3-4 blocks. Why is CyRide offering this kind of transportation when walking is an option?
- 3) #23 Orange – Why does this bus pick up at Maple Willow, Larch, General Services into campus? Again, the students can walk. CyRide needs to eliminate the coddling.
- 4) CyRide should fund smaller transportation vehicles to operate on the low ridership routes; possibly 15 passenger vans.

Susie Dobbs: CyRide should cut back in the evenings after 5-6pm and on weekends, but leave evening Green so we can get to the high school pool.

Jean: Why is CyRide cutting services when ridership is increasing so dramatically?

Peter Hallock (114 8th Street): If CyRide eliminates Pink Route, you would be leaving an entire section of town without service. The ADA service would still be available but that is twice the cost and not available to all residents. Perhaps CyRide could talk with HIRTA to see if a feeder service could be created for the east side to feed into CyRide's route services for a more economical option. Additionally the Pink Route service is currently being subsidized by a grant and CyRide would need to give back that funding.

Erich Hodges: Student represents those living off-campus but has also resided on-campus. In favor of Fare scenario B but wishes the board would make it up in a year and not 6 months. Supports all Senator Gunther's comments except keep #6 Brown North to the apartments and Green Route to the High School. Why should CyRide cut services needed for the transit dependent that walk ¼ mile to get to the bus stop when students are only walking 1 block? Love the new website.

E-mail/Phone Public Comments

Hi Shari,

I support the reduction on the Holidays, to be honest that has zero impact on us as we are closed. I can't recall what your holiday schedule is for the rest of them throughout the year but I would certainly support cuts in those as well.

I think the fare options you presented below are reasonable. I LOVE the reduced monthly pass option! We serve a huge population on Medicaid. You are correct about CFR, many of the clients are not on disability but the majority of all our clients are medium to low income. I really believe those affected the most are those with very low income, which is probably obvious. Those on Medicaid can work with TMS to have their rides paid for by Medicaid and for those who don't want to deal with TMS, they can look at the reduced monthly pass or tickets. Would there be some sort of "deal" on a 3 or 6 month pass? I.e.: 3 months for \$50 or something like that? Could there be something for those with limited/no income to qualify for reduced fares like a sliding fee or something? Not sure how you would monitor that and I am certain that some people, even those with money would try to get the reduced fare.

Keep up the good work! I know it's difficult but you are doing a good thing here.

Cari McPartland

CariM@cfrhelps.org

<http://www.therichmondcenter.org/>

#4 Gray, #4A Gray, #5 Yellow

Hi Shari,

I will be unable to attend the meeting but I wanted to thank you for sending the info on to review. I also appreciate that you are under some pressure to find solutions to the growing financial concerns at Cy Ride, I can completely relate to that from a non-profit business point of view.

I want to be sure that the staff and board understand the needs we have at our end of town, the South part of Ames. With the increase of housing on South 16th, the move of MICA to our area and the merger of The Richmond Center and Community & Family Resources, we are seeing more and more people coming to our end of the town. I am hopeful that your staff can keep this area of Ames in your minds as you make decisions regarding routes and cuts.

In addition, I appreciate that you are looking at ways of keeping the impact to low income residents of Ames at a minimum. Though some are more than willing to pay their fair share to maintain the service, there are so many out there that you haven't heard from who cannot bear the impact of an increase in fees.

If there is anything we can do to assist with these difficult decisions, please let me know.

Cari McPartland

CariM@cfrhelps.org

#4 Gray, #4A Gray, #5 Yellow

Hi Shari,

I am not sure if I emailed you about a suggestion that my team came up with regarding the reduced fare, etc.

They suggested that people could come in once a year to fill out application for reduced fare. If they meet the 200% poverty guideline, they could be given a simple laminated card that day, this could be like the ISU student card. It could have an expiration date therefore, each year, the person has to reapply. This could potentially cut the costs in other areas. Someone said that you may not have to print so many tickets, deliver them and maintain them in your various locations since most of the people purchasing tickets are likely low income people. I was thinking that the fares could even be a sliding scale; they fill out the application and depending where they fall on your scale, that is how much they pay for the pass. Again, a laminated card like the ISU students have could suffice as proof.

Just some thoughts. Hope all is well before this long holiday weekend ☐

Cari McPartland

CariM@cfrhelps.org

#4 Gray, #4A Gray, #5 Yellow

Dear Shari,

I am writing to suggest that CyRide pay attention to the possibility of cutting down on cost by not chilling or heating the buses too much. I am a regular rider. I have noticed that many buses are cooler in summer and warmer in winter than university buildings. 55 degrees (for winter) to 75 (for summer) may not reach the comfort level that some people want, but we need to make sure that our ends meet, right?

Thank you.

Jie Li

My preference is to raise rates. I work 9 - 5:30 on campus, if the yellow route is cut much more I won't have any leeway for late or early appointments and the annual pass I bought last month will be worthless.

I am also concerned about the date/timing of meetings. The last meeting held on this topic was also on a Thur. and I have a standing appointment Thursdays making attendance impossible. Further, anyone who rides the yellow route and doesn't have access to a car couldn't attend a meeting at 6:30 due to the last yellow bus leaving city hall at that time.

Thanks

Lynette Plander

lynette.plander@gmail.com

#5 Yellow

Mrs. Shari Atwood, I would like to ask a few questions about the possible #1 Red Route changes. Do you happen to know what those changes might be?? I live in West Ames, and rely heavily on the Red Route to get to and from school (especially since right now I don't have a car). Yes, the ride from where I live (over at University Plains) is at least 20 min., but I've been able to adjust to that schedule easily and I feel that the route's stops are acceptable and important to the people who board at those stops. If you could please let me know, if you are able, the changes that may be made on behalf of the Red Route, that would be very appreciated. I will not be able to make it to the meeting on the 1st, but I wanted you to know that I value CyRide's service and to make my opinion heard.

Thank you for your time.
Sarah Conry
#1 Red Route

I missed you meeting last night, so I will ask my question now.

Why does the midnight shuttle run for free?

Why couldn't you charge even 50 cents for those riding?

I am in my forties and rode the route last Friday night home from a friends home on Mortensen. It occurred to me that if every rider, there seemed to be quite a few, paid a minimal fee, it would at least help the budget in a small way.

Please bear with me, I do not understand how the midnight shuttle is funded, I am guessing by the GSB. But I think if those riding the midnight shuttle can afford to go to Welch Ave., they can afford a minimal fee.

I appreciate your time, thank you for listening!

Joyce Frerichs
#1 Red Route

Ms. Atwood,

Our family has been riding CyRide as regular customers since 1993. We are not in favor at all in the proposed elimination of Green Route service after 7:00 p.m. [proposal #6]. We work a night shift and we use that route to and from work. If Green Route ceases after 7:00 p.m. then you will have forced us to provide other transportation that, in turn, will no longer require your services.

Certainly those routes that are proposed to be eliminated can run limited schedules. We do not need a bus every 20-30 minutes but once every hour or two would work. We can live without weekend service [proposal #9 & #12]. Fare increase to a point is OK. Proposal #2 is OK with us too. Proposal #6 is out of the question!

It is possible to cut route frequencies and still maintain after 7:00 p.m. services. Weekend services on all routes could be further trimmed along with simply staffing someone to transport in a mini-bus those

patrons that call in for service. This is something like the dial-a-ride program you once offered - which could work for those route schedules you proposed to eliminate.

In terms of saving money... a concern we have is the fact you bought new [regular fuel] mini-buses. Those new buses needed to be diesel fuel. We're told the new hybrid buses are not fuel saving as hoped for as well. And why is CyRide utilizing vehicles for relief driver transportation? Can those relief drivers not utilize the buses that pass the CyRide office heading to City Hall or Campus?

50 percent average criteria...?

Sincerely,

Michael Lowe
mglowe@iastate.edu
#2 Green Route

Dear Supervisors,

I am writing in response to the proposed changes to the brown line. I am an individual with a disability and I chose to live at Wallace Hall because the features of the building best accommodate my needs. Being so far away from campus, it is integral that I have consistent access to public transportation as walking is difficult for me.

Thank you for your time and consideration,

Natalia Sousa-Keller
sousa@iastate.edu
#6 Brown Route/#6A Brown Towers

I wanted to call and express my thoughts on the proposed fare increase/service reduction issue. With the price of gas prices, I am surprised that CyRide has not already increased its fares. Therefore, I believe the fare increase is warranted as gas is increasing for everyone. I would also comment that 98% of your drivers are excellent. CyRide is a very good system.

Jane Farericks

Ms. Atwood,

The main route that I ride is the Blue Route. In the afternoons during the regular school year, the buses come at 15 minute intervals and 2 buses per interval.

One suggestion is to change the interval to 20 minutes. I thoroughly enjoy knowing that another bus will be along in 15 minutes but am willing to give this up so someone else can have bus service.

Another suggestion is to only have two buses at ten minutes after the hour and one bus at 4:30 and perhaps one or two buses at 4:50. (The times used are just examples.) Most classes end on the hour on M,W, F. T&R the classes would get done at 3:30. Perhaps lots of students would use the 3:50 bus and the next class would get done at 5 p.m. so two buses would be needed at 5:10.

Another suggestion – When you have two blue route buses at the same time, perhaps the passengers from one bus could transfer to the other bus on the North side of Schilletter and only one bus continue to the mall.

Deanna Ward
203 Ross Hall
drward@iastate.edu
515-294-2180

Transit Director's Report

September 2011

1. Intermodal Facility Construction Update

Weitz Company has completed the following activities during the month of September 2011.

- Deck pours #1 and #2
- Slab on grade
- Foundations
- Rebar and electrical rough-in



During the month of October 2011, the following work is anticipated:

- Deck pours #3 - #6
- Begin geothermal wells
- Begin terminal area foundations and masonry
- Paving of the bus lane at terminal area
- Retaining wall will be completed

The picture to the right illustrates the project's progress as of September 29, 2011, which is progressing slightly behind schedule for completion in mid to late June due to delays as a result of poor soil conditions. The contractor has been asked to supply the project team with a cost estimate to encase portions of the facility in a heated environment over the winter, which would allow for the project to be accelerated and completed on schedule (June 1). The Federal Transit Administration's monthly progress report is available upon request.

2. Fuel Contract Update

The first, two-month fuel contract has been completed (Aug. – Sept.) and the following table illustrates the results of this program.

Fuel Purch. Date	CyRide Price/Gal.	Market Price/Gal.	CyRide Cost	Market Cost	Savings
Aug. 2	\$3.01	\$3.21	\$22,138	\$23,764	\$1,626
Aug. 16	\$3.01	\$3.07	\$22,135	\$22,736	\$601
Aug. 24	\$3.01	\$3.08	\$21,554	\$22,217	\$663
Aug. 30	\$3.01	\$3.15	\$21,250	\$22,375	\$1,125
Sept. 7	\$3.01	\$3.14	\$22,138	\$23,239	\$1,101
Sept. 15	\$3.01	\$3.06	\$17,257	\$17,636	\$379
Avg/Total	\$3.01	\$3.12	\$126,472	\$131,967	\$5,495

3. Hybrid Bus Fuel Results

After months of data collection and modifications to the hybrid buses by its manufacturer, the latest changes completed in late August indicate that CyRide has been able to achieve an average of 15% more miles per gallon than its newer diesel buses. Staff is still working with the manufacturer to increase this mileage above 20%.

4. Addressing Low Income Transportation Needs

At recent public meetings and community conversations, the AMOS organization has requested that CyRide provide free fares to K-12 students in Ames. During previous conversations on free fares, CyRide had identified a \$25,000 to \$30,000 revenue loss if this fare modification were implemented, plus the cost of additional staff time to address issues that might result from this program.

Additionally, at the United Way's Collaboration Committee meeting in September, CyRide staff discussed whether there was interest by the human service agencies in providing funding/staff support to implement a general reduced fare program for the general public to ride CyRide. The committee was receptive to looking into this issue, if the Transit Board desired.

Both programs assist low income households, therefore, staff is seeking board direction on if/how to address these needs within the Ames community.

5. Special Project Update

In April 2011, board members and staff discussed the number and magnitude of special projects to be completed by CyRide in the next 12 month period. Based on this conversation, staff developed a method to simultaneously work on these projects to accomplish this work. The attached list provides an update of progress to date and a preliminary timeline of activities and dates to complete each project. The projects in red have been completed with minor follow-up work to be completed.

Special Project Update

<u>Project</u>	<u>Current Status</u>	<u>Projected Timeline</u>
Scheduling Software	RFP Development	<ul style="list-style-type: none"> - RFP Completed in Oct. 2011 - Bid Completed Dec. 1, 2011 - Approvals – Dec. 2011 - Project Implementation – Jan. – June 2012
Bus Tracking System Software	RFP Development	<ul style="list-style-type: none"> - RFP Completed in Nov. 2011 - Bid Completed Dec. 31, 2011 - State IT Grant Request – Dec. 2011 - Approvals – Jan. 2012 - Project Implementation – Feb. – Dec. 2012
TIGER Application	Pre-Application Submitted	<ul style="list-style-type: none"> - Application Submitted Oct. 31st
Building Expansion/ Flood Protection/Roof	RFP Completed and Bids Received for A/E	<ul style="list-style-type: none"> - Bid Analysis Completed in Mid - Oct. - Approvals –Mid to Late-Oct./Nov. - Design – Nov. 2011-Feb. 2012 - Bid – Mar. 2012 - Approvals – Apr. 2012 - Construction - May 2012 - ??
Fare Increase/Service Reduction Analysis	Data Collection/Public Input Completed	<ul style="list-style-type: none"> - Implementation – Oct. – Dec. 2011
Bus Shelter Implementation	Redesign Shelter – Quote for Design Services and IFB for Concrete Services	<ul style="list-style-type: none"> - Design Bid Completed mid-Oct. - Shelters Ordered Nov. 31, 2011 - Shelters Installed – Apr. 2012 - Concrete Bid Approval – Oct./ Nov. 2011 - Shelter Pads - Nov. 2011 and Apr. 2012
Website Development	New Website Launched	<ul style="list-style-type: none"> - Working with Web Design Firm to Resolve Issues

November 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11 Veteran's Day	12
13	14	15	16	17	18	19
20	21	22	23	24 Holiday	25 Holiday	26
27	28	29	30			

December 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
	Dead	←————→			Week	
		←————→				
11	12	13	14	15	16	17
	Finals	←————→			Week	ISU Commencement
		←————→				
18	19	20	21	22	23	24
					ISU Holiday	
25	26	27	28	29	30	31
	City & ISU Holiday	City Holiday				