

AMES TRANSIT AGENCY BOARD OF TRUSTEES

AMES, IOWA

June 25, 2012

The Ames Transit Agency Board of Trustees met on June 25, 2012 in the conference room at CyRide. President Anders called the meeting to order at 5:18 p.m. Trustees in attendance were: Anders, Leines, Schainker, and Wacha. Absent were Trustees Madden and Rediske.

APPROVAL OF MINUTES: Trustee Schainker made a motion to approve the May 10, 2012 minutes from the transit board meeting. Motion seconded by Trustee Wacha. (Ayes: Four. Nays: None) Motion carried.

PUBLIC COMMENTS: None.

ELECTIONS – TRANSIT BOARD VICE PRESIDENT AND AAMPO REPRESENTATIVE: The election of the President and Vice President of the Transit Board of Trustees are held in June as a requirement of the Ames Municipal Code, Chapter 26A.

Trustee Schainker made a motion that if Trustee Anders consents, he would nominate Trustee Anders to another term as Transit Board President. Motion seconded by Trustee Wacha. (Ayes: Four: Nays: None.) Motion carried.

Trustee Schainker made a motion to nominate Trustee Leines as Vice President. Motion seconded by Trustee Wacha. (Ayes: Four. Nays: None.) Motion carried.

Trustee Madden arrived at 5:23 p.m.

In addition, the representative for the AAMPO position is vacant. Director Kyras indicated that the scheduled meetings for this group typically take place around 6:30 pm , just prior to the Ames City Council meetings. Trustee Leines will contact Trustee Rediske and ask if he would be interested in this position and Director Kyras will follow-up with an email. Trustee Leines made a motion to table this agenda item until August when Trustee Rediske returns from his internship. Motion seconded by Trustee Schainker. (Ayes: Five. Nays: None.) Motion carried.

AMES INTERMODAL FACILITY CHANGE ORDER – BIKE PATH ADDITION: Director Kyras reported to the transit board that the Ames Intermodal Facility is nearing completion. Following a review of expenses, the bike path through the southern portion of the ISU Arboretum can be added at a cost of \$306,904 a there is approximately \$553,000 in funding remaining in the project budget. Federal Transit Administration's has indicated that 100% of the funding must be used on the project. The \$553,000 in available funding

would be secured from two sources: \$328,000 remains in the contingency fund and \$225,000 from the project's sales tax refund. Sales tax refund could take up to six months to receive.

It is the staff's recommendation to 1) use the left over funds to break out tenant utilities; 2) request by Ames Police Chief to put up a fence for safety; and 3) the addition of the bike path to the west. The three priorities are estimated to cost approximately \$344,106.

Discussion took place on design of the green screen at the bus terminal, additional landscaping, furniture for the management office for the parking division and Ames Police, and purchase of the art piece. Commission of the Arts is commissioning a piece of art for three years for the facility, with the option to purchase the piece.

Purchasing the first three priorities at a cost of \$344,106 with the \$328,000 in contingency fund leaves a deficit until the sales tax refund is received. This alternative reduces CyRide's closing balance by a few hundred dollars in interest revenue for 2012-2013.

Director Kyras asked the board members for their suggestions to expend the funds. If Director Kyras feels comfortable that we have everything for the facility, Trustee Schainker suggested that the purchase of additional bike lockers might be a higher priority than art. Trustee Madden and Schainker suggested spending funds for signage. The facility is not visible, is hard to see, and suggested signage off Sheldon and possibly from Lincoln Way. Trustee Schainker noted the City handles the signage from Lincoln Way.

Director Kyras recommended that the project team complete the three priorities at this time and consider other priorities later.

Trustee Schainker moved to approve the three project additions, proceeding with adding the utilities separation, fencing, and bike path elements to the Ames Intermodal Facility project for an estimated total of \$344,106. Trustee Madden seconded the motion. (Ayes: Five. Nays: None.) Motion carried.

AMES INTERMODAL FACILITY – AMES POLICE DEPARTMENT LEASE: Director Kyras indicated that she had hoped to complete the Ames Police Department Lease before the Transit Board meeting, but did not feel comfortable with the details of the agreement at that time with all parties not agreeing to specific terms of the agreement. She indicated that the City of Ames Attorney, Doug Marek suggested ISU review the lease too. Ames Police's Safe Neighborhood Team wishes to use the facility as part of their public safety

and feels it is important the facility be occupied 24/7. A short conference call meeting will be scheduled within the next two weeks for the transit board to review the lease.

ALTERNATIVES ANALYSIS GRANT: CyRide received the Alternative Analysis Grant four years ago, May of 2008, to examine the Orange route to identify how it could most efficiently operate. CyRide can either return the funds or move forward with the grant application study. Funding available is \$200,000, \$160,000 in Federal Section 5339 Funds and \$40,000 local funding that was committed to this project in the 2007-2008 budget year. The progress on this grant has been delayed because of the TIGER Grant and resulting Intermodal project. The Federal Transit Administration has requested CyRide make use of the money and move forward with this study or return its funding.

The original study was to evaluate the Orange route corridor to determine three types of service: either no change, add articulated buses on the Orange route, or a full Bus Rapid Transit (BRT) corridor.

Director Kyras indicated that to justify a route as a BRT, the corridor must carry a minimum of 3,000 rides per day and the Orange route currently carries 10,000 a day. Director Kyras also explained that this route is growing at a 3.7% annual increase, which generates an additional 60,000 rides each year. She further explained that BRT vehicles have some type of branding to make them unique and then provided slides showing the different levels - low, medium, and high end BRT routes.

Director Kyras then asked for direction on whether to begin a study or return the funds. She indicated that, if the board desired, CyRide staff could work with ISU planners to develop a Scope of Work and Request for Qualifications with the federal funding to hire a consultant to complete the study.

CyRide staff shared that they believe this study will answer some questions within the community that staff and transit board members have asked such as, determining what amenities along the route would improve the riders experience, how to reduce congestion (including bus congestion) on campus, and how to keep pace with increasing ridership. She further clarified that CyRide carries 70 plus passengers on each bus during peak times, which does not allow for additional capacity to address the increases.

Transit board members discussed what the long-term plan was for the commuter parking lot. Trustee Madden responded that Iowa State has no plans to change the commuter lots and parking at the Iowa State Center will continue to grow due to the elimination of parking spots on campus and feels it is important to determine how to best operate transit service in light of this.

Trustee Schainker asked if this study was important. Because even though CyRide has the money, staff has many projects on their plate. Director Kyras acknowledged that staff had limited time for new projects, but also expressed a desire to find a resolution to some of the challenges on this route.

Board members shared that the planning study would benefit CyRide and community, but indicated that staff would need to decide if they can take the workload. Barbara Neal, CyRide Operations Supervisor, felt the study was important and would gain valuable information from an analysis of this route. She indicated that CyRide will continue struggling with this problem and five years down the road, wished it had completed the study. She also said that, through this study, there is a strong possibility that CyRide could identify changes that could be made to improve the system. Ms. Neal suggests showing forward progress and conducting the study.

Trustee Wacha made a motion to approve Alternative #1 directing staff to work with ISU planners to develop a Scope of Work and Request for Qualifications to study the Orange Route Corridor using federal grant dollars. Trustee Schainker seconded the motion. (Ayes: Five. Nays: None.) Motion carried.

QUARTERLY OPERATION'S REPORT:

System-Wide Highlights discussed at the meeting were:

- Ridership is 3.7% higher than the previous year and third quarter farebox is up 30.8%.
- Maintenance area: bus interior cleanings are up 82%.
- Mechanical problems decreased, which is a positive.
- The average diesel mile per gallon is more year-to-date. Hybrid buses are helping to increase this factor.
- Fixed route accidents have decreased.
- Customer comments are down 3.4% for the year
- Number of drivers showing up late to work and not showing up for work are lower for the quarter.
- Dial-A-Ride trends are up significantly.
- Dial-A-Ride will make the switch to the new provider, HIRTA. Farebox revenue should increase in the next quarter.
- Moonlight Express ridership is up 25% from the previous year.

Trustee Madden asked about the ridership level on the Aqua route with the hot weather. Tom Davenport, CyRide's Transit Coordinator indicated that it was about the same as last year. Trustee Anders recognized the positive trends in the maintenance and safety areas.

TRANSIT DIRECTOR'S REPORT:

- The IPTA State Roadeo competition was held Saturday, June 23, and CyRide drivers took first and second place in both the large and cutaway division.
- Odyssey of the Mind – 2009 was the last year this event was in Ames and ridership for the 2012 event was significantly higher. This event stretched staff and drivers so if it comes back to Ames in 2015, staff will need to discuss options to provide the transportation. Having enough drivers is the challenge because this event requires a school year service level and CyRide has summer staffing levels.
- Dial-A-Ride transition - July 1, HIRTA Agency will take over the operation of CyRide's DAR services for Heartland Senior Services. Mid June, a letter and new brochure was sent to inform the passengers of this change. The bus leased to Heartland Senior Services will be returned to CyRide this Friday. HIRTA asked CyRide staff to provide DAR service June 30th and July 1st to provide a transition. The trips will be scheduled by Heartland and CyRide drivers will do the driving.
- Articulated buses - CyRide received notification that the buses are to be scheduled for delivery the first part of October.
- Meeting scheduled for Wednesday, June 27 with ISU fee committee. This committee is the first opportunity to discuss CyRide's budget with the students. With the anticipated record enrollment predictions, CyRide will present justifications to increase service levels requiring additional funding from the CyRide GSB Trust Fund.

Trustee Madden asked if CyRide knew where the overloading is predicted and if staff was aware of the new apartment complexes along Welch Ave. This area is part of the Brown route, Department of Residence, and CyRide does pick passengers up along the route. He indicated that this was the beginning of many conversations to put the money into operating.

- Firearms on the bus – Director Kyras is still researching how city departments handle this issue, but has found out Parks and Recreation does not have a policy.

Next meeting is set for Thursday, August 23 at 5:15 pm. Trustee Leines indicated that he has class at 6:00 pm, so another date is preferred. Meeting was then set for Monday, August 20 at 5:15 pm. Director Kyras would like to accomplish scheduling the meetings for fall semester during the August meeting.

Meeting adjourned at 6:15 p.m.

Robert Anders, President

Joanne Van Dyke, Recording Secretary