

**AMES TRANSIT AGENCY BOARD OF TRUSTEES**  
**CYRIDE CONFERENCE ROOM**

November 15, 2012

1. CALL TO ORDER: 5:30 P.M.
2. Approval of October 15, 2012 and November 2, 2012 Minutes
3. Public Comments
4. Transit Advertising Policy Review
5. Aqua Route Modification – Summer 2013
6. Mid-Iowa Community Action Memorandum of Understanding
7. 2013-2014 Budget Information
8. NextBus Update & Demonstration
9. Quarterly Operation's Report
10. Transit Director's Report
11. Set Time and Place of Next Meeting – December 13, 2012, 5:30 pm
12. Adjourn

## AMES TRANSIT AGENCY BOARD OF TRUSTEES

AMES, IOWA

October 15, 2012

The Ames Transit Agency Board of Trustees met on October 15, 2012 in the CyRide Conference room. President Anders called the meeting to order at 5:18 p.m. with Trustees Anders, Rediske, Leines, Madden, Schainker, and Wacha present.

**PUBLIC IN ATTENDANCE:** James Heggen, Ames Tribune.

**APPROVAL OF MINUTES:** Trustee Wacha made a motion to approve the September 20, 2012 minutes. Trustee Leines seconded motion. (Ayes: Five. Nays: None). Motion carried.

**PUBLIC COMMENTS:** None.

**FACILITY CONSTRUCTION PROJECT PLANS AND SPECIFICATIONS:** Director Kyras gave a quick overview of the four priorities involved in the construction project as well as the state and federal funding for this project.

- First area is bus and storage expansion and the expansion will include space for 11 vehicles to accommodate the nine buses parked outside the facility this fall.
- Second area is to raise the ductwork in the oldest portion of the building so hybrid buses have clearance to pass through the building freely.
- Third area is the flood protection of the facility.
- Fourth area is to complete repairs in the wash bay area that is deteriorating.

CyRide acquired \$5.9 million in state and federal funding to complete the four projects. Of the \$5.9 million, \$524,299 is for architectural fees, constructional testing needed for the project and a field survey to locate all underground lines. A construction contingency of 8% is built into the construction budget, \$430,848, is available, leaving \$4,954,754 available for the construction bid budget.

Director Kyras told the transit board that CyRide staff shared the same information and drawings with ISU FP&M staff prior to the board meeting. The addition and changes to the scope of the four areas were discussed extensively with URS Corporation and now it is up to the transit board to review the plans URS Corporation provided for the building's addition and flood mitigation. Director Kyras turned the meeting over to Peter Styx with URS Corporation, joining the meeting via conference call, and Brent Schipper, with ASK Studio, to continue with the presentation and to answer questions from the transit board. Peter Styx told the transit board what can be expected during each phase of the construction process during the slide presentation. He shared that the final estimate \$5.993 million is a little over the funding available, but that he felt that the scope of the work for the project was appropriate for the budget.

Flood mitigation is little under a million dollars and Peter Styx told the transit board what drove the cost up was the floodgate at a cost of \$552,000 that was not envisioned in the original concept. The floodgates chosen for the project rise automatically, do not require mechanical or electrical service, and are not dependent on CyRide staff to put in place. Peter Styx told the transit board to think of it as a piece of Styrofoam that actually rises and lowers with floodwaters and is virtually foolproof.

Trustee Madden shared a concern that the flood gates would not automatically rise when they needed. Trustee Madden questioned where it could be tested manually or periodically to make sure that it operates when the time arises. Mr. Styx said there is no way to test its operation other than raising it manually or creating a pool of water around it. He indicated that adhering to the manufacturer's maintenance schedule was the best method. Other transit board members questioned the reliability of this type of flood mitigation system if it can sustain the traffic volume from the vehicles driving over it and holding up under Iowa winter conditions. Mr. Styx told the transit board that there are several locations where these systems are installed in the United States, such as Rochester, NY, and did not know how or if they test their operation manually. Following a lengthy discussion, the transit board arrived at a decision that Mr. Styx would contact the manufacturer for answers to the transit board's questions and find other businesses that had this type of flood system installed.

CyRide's staff concern is how CyRide operates during the construction, as the challenge will be getting buses in and out during the expansion process. Mr. Styx was charged with setting up a phasing system so CyRide could operate during the construction period. Mr. Styx told the transit board typically a phase will be completed from start to finish before another section is started. There will be no access to the fueling lane for 30 days to allow the contractor to complete all the underground work. Buses will not have access to the bus wash and that a fuel truck will be located at the facility to fuel the buses. This will occur in the summer when fewer buses need to be serviced on a daily basis. Fueling off-site was discussed and explained that it would add time and cost to move the entire fleet through another location.

Trustee Madden asked if the new addition qualifies as a LEED Certified building. Mr. Styx indicated that the paperwork is together and designed to reach the standard to meet a "certified" level for the bus storage system.

Peter Styx explained to the transit board the proposed schedule to begin with release of the bid documents in the first part of January 2013 with bid opening the end of January; allowing 3 to 4 weeks to go through the contractor bids and city approval with notice to proceed. The contractor will then mobilize in March and begin construction the second week of April. He indicated that a majority of the disruptive work would occur from May 13 to the second week in August 2013. Substantial completion is set for ISU's 2014 fall session and gives CyRide the ability to get everything back in place before school resumes in the fall.

Trustee Madden suggested talking with Cathy Brown, ISU FP&M, because there could be a major connection to the gas line along University Blvd. and this might delay the expansion project if the west driveway, Phase 2C, is to be closed through the completion of this phase.

Director Kyras discussed with the transit board how ISU's wind turbine project and CyRide's construction project would be coordinated and any risk to the facility if the turbine was to fall over.

Peter Styx mentioned there are a couple of deductions - east side metal panels back to a regular wall deduction of \$40,000 to \$50,000 and electrical conduit panel with an approximate deduction of \$30,000. There is a possible total deduction of \$80,000, which is part of the \$4.954 million construction budget, which includes contingency.

Trustee Madden made a motion to approve Alternative #1, CyRide's construction plans and specifications for release of bid documents at the beginning of January 2013. Trustee Redinske seconded the motion. (Ayes: Five. Nays: None.) Motion carried.

**2013-2014 SERVICE REQUESTS:** Last month Director Kyras discussed the affect that MAP-21 had on CyRide's budget. Each year, CyRide staff prepares information for the transit board on staff's service suggestions and passenger service requests. From this list, CyRide staff asks the transit board to prioritize and determine what services they are or are not interested in including in budget options provided to the board in December. Director Kyras then briefly summarized each service request that had been received from staff or the public.

**Aqua Route** - There are two "legs" on this route and CyRide received complaints from passengers over the summer that the west leg from the Aquatic Center to Beyer Hall did not meet connections with other routes. However, the City Hall portion does meet connections with other routes, and CyRide's staff's recommendation is to continue the east leg of the Aqua route from City Hall and eliminate the west leg to Beyer Hall. There is no cost impact for this change, it provides better travel time for CyRide passengers and it doubles the amount of trips from City Hall to the Aquatic Center.

The next three service requests were recommendations from CyRide Staff with the other seven service requests received from passengers.

**Additional 2012-2013 Hours of Service** - The GSB Government of Student Body (GSB) budgeted up to \$238,500 in funding from the CyRide Trust Fund to cover the cost for the additional hours of service. This additional funding will provide up to 25 trips per day and CyRide expects to add 22 additional trips based on the current service level and trends from winter months. CyRide would recommend this be incorporated into the baseline budget option of the 2013-2014 budget.

**Impact of 2013-2014 Enrollment** - ISU is on an upward enrollment trend and instead of coming back to the GSB each year if enrollment increases; CyRide staff indicated that this impact could be built into the budget for next year by some dollar amount based on best estimations of enrollment changes. Trustee Madden indicated ISU's enrollment going forward is moderate and does not see the big enrollment jump like this year, but also does not see any decline. CyRide staff will look at the impact this plays on CyRide with the updated enrollment projections currently being assembled by ISU for the future.

**Sunday Blue Route** – The request for additional service for Sunday S. Duff Blue Route has been discussed for the past several years. Many of the trips on this route carry over 60 passengers per trip and CyRide's suggestion is to add one bus from S. Duff/S. 3<sup>rd</sup> to Friley, between the hours of 11:00 a.m. and 5:00 p.m. running every 20-minutes, to maintain the additional ridership.

The following service requests are requests by passengers or residents of Ames.

**Service to Northridge Heights Subdivision** – Residents have requested some type of bus service to Northridge Heights because there is no bus service within walking distance of this area.

**DMACC Evening Service** – CyRide receives requests annually for bus service after 5:30pm when transit service ends to DMACC and students have no way to get back home after evening classes. She indicated that driver's hours could be extended to provide service at 6:00 pm and then again after 9:00pm Monday through Thursday. This option has a low cost impact to the budget.

**Service to S. Duff after 6:30 at night**- Several new businesses and restaurants have opened along the S. Duff corridor and CyRide receives requests for service later in the evening. This would be a relatively low cost impact service enhancement by extending the Yellow route from City Hall, Monday through Friday, to 10:15pm and running every 40-minutes.

**Brown route (to Research Park) in the evening** – Residents who live at the Wessex Apartment complex cannot get home from evening classes at ISU. CyRide could extend this route to approximately 9:30pm so that passengers have transportation to get home at night.

**6A Brown Route Service for Wallace-Wilson** – When the Department of Residence reopened the Towers Residence Hall for students, they agreed to pay for transportation service. The ISU Department of Residence has asked if this service could be included in CyRide's budget.

**Gray Route Increased Service** – CyRide has received requests for more frequent service for the Gray Route. Service currently operates once an hour and has no evening service. Service could be extended through 9:30pm Monday through Friday, on either a 20 or 40-minute schedule.

**Cardinal Route in the summer** – CyRide does not operate the Cardinal route during the summer months and has received requests from the Department of Residence that they would like service added.

Director Kyras explained that further policy direction on which items the Transit Board might want to include in budget options would provide staff with the direction needed in the next several months to provide specific budget implications for the Transit Board's consideration in December. Director Kyras shared that CyRide Staff believes that, at a minimum, the additional 2012-2013 hours of service and the enrollment impact for 2013-2014 should be considered.

Trustee Madden talked about the 2013-2014 enrollment impact and asked if there was funding available from CyRide's GSB Trust Fund. Director Kyras said GSB has funded NextBus for the next three years and there is approximately an additional \$1.1 or \$1.2 million dollars that could be committed to service.

Trustee Schainker said the State of Iowa is proposing property tax legislation that would limit the amount of increased funding a city could levy. He indicated that this would impact the transit levy. He further stated that last year this increase would have been 1.8% and that this level would not keep up with expenditures. He suggested lobbying to exempt the transit levy from the proposed new legislation.

Director Kyras indicated that CyRide staff will bring the requested five-year proforma to the board next month. Trustee Madden indicated that next year's student fees have been set with no increase in CyRide's share of the fee. Board members indicated that they believed the Aqua route options should be further developed and that the other following options should be considered: Blue route on Sunday, 6A Brown route, current and next year's enrollment service levels.

Trustee Madden asked if CyRide was going to add dead week and finals week additional service from the Towers as was requested last spring. Director Kyras indicated that staff had reviewed the numbers and that just a few people had ridden during dead week so service would not be continued this year, but would add this additional service to finals week.

Trustee Madden asked if CyRide staff has received inquiries from the Aspen Heights Development and if it was potentially an issue. Director Kyras gave details on the meeting she and Barbara Neal, Operations Supervisor, attended with the City Development Review Committee for that site. She shared with the individual from

Aspen Heights, that as far as proximity to their development, the middle section closest to the ISU land, would not be convenient to current service and that additional riders from the other sections of the project would increase demand and the need for more buses on this route. Aspen Heights indicated that in other university towns, they have provided their own transportation.

**TRANSIT ADVERTISING POLICIES:** Director Kyras told the transit board the advertising displayed on the outside and inside of buses is under a contract with Houck Advertising that is expiring June 30 of 2013. The annual revenue from this contract is \$101,000 - \$120,000 with 51% of the revenue going to CyRide and 49% to Houck. This is a substantial amount of revenue for CyRide with the five-year average of \$108,000.

CyRide will begin developing an RFP in January 2013 for distribution to advertising companies that provide this type of service. The existing contract contains the following language in the contract that denotes "The Transit Director has the right to have controversial advertising removed based on public comments received". Transit Director Kyras also addressed contract language on what types of advertising could be placed on the buses. Advertising can be controversial as currently experienced in Chapel Hill, North Carolina and in a recent lawsuit involving New York City over controversial ads. She indicated that the Transit Board could request staff to have the City Attorney review the issue as well as staff determine how other transit systems address this issue and then bring this information back to the Transit Board before the Request for Proposals (RFP) will be let in January. Houck Advertising as agreed to adhere to any changes in the remainder of their contract.

Trustee Schainker made a motion to refer the issue of transit advertising restrictions to CyRide and the City Attorney's staff to research the topic for discussion by the Transit Board prior to release of a new Request for Proposal later this fiscal year. Trustee Madden seconded the motion. (Ayes: Five. Nays. None.) Motion carried.

#### **TRANSIT DIRECTOR'S REPORT**

- CyRide provided 22 additional trips per day through the end of September, but less than the \$238,500 the ISU-GSB Fee Committee approved from CyRide's Trust Fund for additional service. CyRide's highest ridership comes in January and February when the weather turns colder and will continue to modify the number of buses needed through August of 2013 to determine what the final number is for additional service. CyRide staff will come back to the transit board with the additional services/additional cost at that time.
- Director Kyras provided an update on the fuel contract to help with stabilizing fuel prices. Last February, CyRide locked into four, two month contracts just when fuel prices were rising. As a result, CyRide has paid more than the market rate. CyRide paid \$3.44 per gallon with the average market rate at \$3.25. CyRide budgeted fuel at \$3.50, so the price paid per gallon is under budget. The difference is \$16,232 and CyRide staff will keep the transit board updated throughout this contract. Trustee Anders inquired

about the length of the fuel contract and Director Kyras told him it would continue through March 2013.

- Labor Management Committee – The Union representing CyRide drivers and mechanics recommended this committee be set up and to this date, three meetings have been held. The topic being discussed is customer complaints and if any major changes are made, this will be brought back to the transit board.
- Director Kyras was asked by the Iowa Public Transit Association to present, to the Iowa DOT Commission at the October 9, 2012 meeting, the impact of the MAP-21 federal law and resulting federal funding has on the urban and rural transit systems. The Commission is considering revamping the Iowa Clean Air Attainment Program with the option of allocating \$3 million from this fund for bus replacement to cover the capital shortfall. A decision will be made later this fall.

Two items Director Kyras was made aware of after the transit board packet was distributed was that the articulated buses are delayed due to challenges NOVA, the manufacturer, is having building the bus to CyRide's specification and will be delivered in December. CyRide staff felt this was satisfactory, as it would give them time to test the buses on the road and train the bus drivers during ISU's winter break.

There art piece which was to be placed at the Intermodal Facility was sold to another entity by the artist so the Public Arts Commission is back to the beginning to choose another art piece for the facility.

**SET TIME AND PLACE OF NEXT MEETING:** November 15, at 5:30pm.

Meeting adjourned at 6:45pm

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Robert Anders, President

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Joanne Van Dyke, Recording Secretary



## AMES TRANSIT AGENCY BOARD OF TRUSTEES

AMES, IOWA

November 2, 2012

The Ames Transit Agency Board of Trustees met on November 2, 2012 via Conference Call. President Anders called the meeting to order at 8:08 a.m. with Trustees Anders, Leines, Madden, Schainker, and Wacha calling in. Absent was Trustee Rediske.

**PUBLIC COMMENTS:** None.

**AMES INTERMODAL FACILITY CHANGE ORDER:** Director Kyras told the transit board the one agenda item that needs action before the next meeting, November 15, is another change order for the intermodal facility. When the change orders meet the \$50,000 threshold, it required the transit board and City Council's approval before any action can be taken. That threshold was met with Change Order #66 for \$33,408.67 for additional parking equipment for the intermodal facility.

The reason this is a change order is, when this was originally bid, the equipment was to be purchased by the owner, CyRide, and its installation coordinated with the contractor. After conversations with the contractor in the spring, it became apparent it would be cheaper, quicker, and more cost effective if the contractor purchased the equipment and install it through the construction contract. Therefore, the change order for \$33,408.67 includes the purchase of the equipment and the installation by Weitz. The change order log, for change orders since the transit board's last approval, was included in the board's information.

Trustee Anders asked if this equipment is where patrons purchase their tickets to park their vehicles, such as a check-in and checkout at the facility. Director Kyras responded this is for four ticket machines located by the elevators at the east and west stairwells to purchase tickets for their particular parking stall.

Trustee Schainker said this change order is not increasing the cost to the project just shifting the cost. Director Kyras said that was correct.

Trustee Madden made a motion to approve proposed change order #66 to Weitz Company for an additional \$33,408.67 for parking equipment. Trustee Wacha seconded the motion. (Ayes: Five. Nays: None.) Motion carried.

Trustee Anders asked if the numbers were increasing for parking at the facility. Director Kyras told the transit board members, a meeting is scheduled with Trustees Madden and Schainker to go through the modifications that Trustee Madden mentioned he would like added to the project and an update on the dollars remaining in the grant, which is approximately \$200,000. Director Kyras indicated she will share that information with the transit board at the next meeting. Mark Miller ISU Public Safety/Parking, is in charge of the operating budget for the intermodal facility and will be provide and update to Trustees Madden and Schainker. Trustee Madden indicated the anticipate operating revenue has not reached the revenue projections and that this

will be discussed at the meeting with Trustee Schainker in hopes of increasing the facilities utilization and revenue.

Director Kyras added, to give it a little different perspective, when the Federal Transit Administration personnel toured the facility in August, they asked the same question, and at that time, the facility was at 60% occupancy. The FTA personnel were pleased with this utilization as the facility at UNI has been open for three years and their utilization is less than 60%.

**SET TIME AND PLACE OF NEXT MEETING:** November 15, at 5:30pm.

Meeting adjourned at 8:13am

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Robert Anders, President

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Joanne Van Dyke, Recording Secretary

**CITY OF AMES, Iowa**

**MEMO TO:** Ames Transit Board of Trustees

**FROM:** Sheri Kyras

**DATE:** November 15, 2012

**SUBJECT:** Transit Advertising Policy Review

**BACKGROUND:** At the October 15, 2012 Transit Board meeting, board members directed staff to request a legal opinion and review transit advertising policies to determine if modifications were needed to CyRide's existing policies to adequately address the type of advertising it desired to see displayed on the exterior and interior of its buses. CyRide's existing policy states:

**XV. Character of Advertisements**

Advertisements shall be of a reputable character, shall conform to recognized business standards and shall not conflict with the laws of the United States or any states or political subdivision thereof. The Transit Director has the right to have controversial advertising removed based upon public comments received.

No advertisements, notices, announcements or other matter of any kind whatsoever, except for official matter of the Ames Transit Agency (ATA) and matter required by state or federal regulations, shall be posted on or in vehicles except after payment of the fee established for that privilege and compliance with such rules of the Transit Agency as many nor hereafter be enacted by the Ames Transit Agency Board of Trustees.

Only fee paid commercial advertising will be accepted or allowed for display on the exteriors of transit vehicles. Paid advertising pertaining to public service, governmental programs or policies, public utilities, or any other social institutional, or noncommercial activity or expression of opinion will be allowed only on the interior advertising card spaces of the transit vehicle.

Advertising displayed on or in the ATA vehicles shall be commercially prepared copy which is suitable to be placed in the spaces and racks provided by the ATA and held in the interior and exterior advertising racks on the transit vehicles.

All advertising shall be displayed in a neat and professional manner. All graphics, artwork, and copy of the advertisements are expected to be of high quality.

CyRide receives, on average \$120,000 per year in advertising revenue from its advertising contractor with a guaranteed amount of \$101,000.

**INFORMATION:** Since the October Board meeting, CyRide staff has requested and received a legal opinion from the City of Ames Legal Department, has reviewed an industry study and surveyed other transit systems regarding this topic. The following briefly discussed each of these items.

### **Legal Opinion**

The attached opinion from the City's Legal Department indicates that a transit system's rights in limiting advertising are based on whether a "public forum" has been created on its buses. There are two issues that address whether a public forum has been created – past advertising signs displayed on the buses and CyRide's existing policy. The legal opinion indicates that the current policy would tend to indicate a public forum has been created as it currently narrowly limits the type of advertisements. The attached list from Houck Advertising indicates the name and type of advertising placed on CyRide buses in the last eighteen months for ads not related to a business. It would appear from this review that past advertisements generally did not address topics that could create a public forum on advertisement topics. As a result of this ambiguity, Kristine Stone of the City's Legal Department will be at the Transit Board meeting to answer questions that board members might have.

### **Transit Advertising Policy Study**

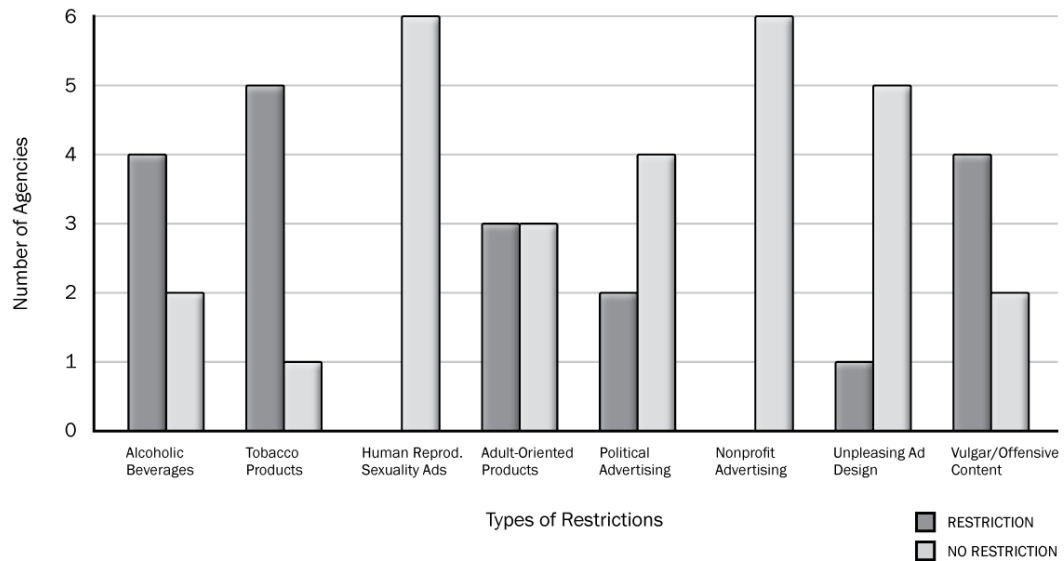
The Transit Cooperative Research Program (TCRP) conducted a legal research paper entitled, "Legal Research Digest 33: Developing and Implementing a Transit Advertising Policy." This research reviewed the case law that is cited in the legal opinion discussed above as well as a survey of transit system policies regarding advertising signage. The case law study found that a public forum is created "... where a space is generally available for use by the public versus a space where permission to use it must first be obtained." The research recommends that a transit system designate its advertising space as a non-public forum by establishing an approval process as an approach to limiting possible litigation.

From the transit system survey, the following research focused on six larger transit system's operating thousands of buses:

- Milwaukee County Transit System
- San Francisco Municipal Transportation Agency
- New Jersey Transit Authority
- Southeast Pennsylvania Transportation Authority

- Chicago Transit Authority
- Los Angeles Department of Transportation

The following chart depicts policy restrictions found in their policies. In summary, the more common restrictions found were to prohibit: tobacco products, alcohol products, vulgar and offensive content and adult-oriented products. Approximately 1/3 of the systems restricted political content. If political content was not restricted, most systems required specific language on the political advertising sign indicating that it was not endorsed by the transit system.



### **Further Policy Research**

The Transit Director contacted peer systems in Iowa and other states and found a wide variety of language in advertising policies from very minimal discussion of what can or cannot be included on the advertisement in smaller transit systems (mainly in Iowa) to a standardized format designating that the transit systems advertising was not a public forum, which was used by most of the larger systems surveyed. Specifically, the Des Moines DART, Champagne-Urbana, Illinois and Chapel Hill, South Carolina transit system’s used virtually identical formats for their policies. Included in these policies were sections that addressed: the policy’s purpose; advertising policies; advertising standards; and restrictions and appeal of advertising decisions. This format, adapted to CyRide’s system, is attached for board discussion. The DART and Chapel Hill systems exclude the same type of advertising (Alcoholic Beverages, Tobacco, Vulgar/Offensive Content and Adult-Oriented Products) where the Champagne Urbana system includes these types of advertisements plus political ads.

In summary, there seems to be a significant amount of legal interpretation of the freedom of speech right so that it would be virtually impossible to write a policy that would avoid all controversy and possible litigation; however, research has found that most systems are working

to fairly approve policies that balance this right while at the same time trying to minimize the impacts on their operations. Key components of their policies are:

- A process to fairly and consistently apply the policy that requires approval from a transit representative. This would include an appeal process if disagreements occur.
- List the types of content excluded and permitted.
- List restrictions of advertisement and requires language to be printed on the sign that indicates the transit system does not endorse certain ads.

#### **ALTERNATIVES:**

1. Move to approve the redrafted CyRide policy adapted from the standard formats found from other transit systems.
2. Move to approve the redrafted CyRide policy adapted from the standard formats found from other transit systems, with different excluded and permitted content as desired by the Transit Board.
3. Move to not change CyRide's existing advertising policy.
4. Move to eliminate advertising from CyRide buses.
5. Move to table the issue until a future board meeting.

#### **RECOMMENDATION**

The Transit Director recommends approval of Alternative #1 to establish a non-public forum with its advertising policy and to provide additional clarification and transparency for the types of advertising and the process to be used to make decisions regarding what can or cannot be displayed on CyRide buses. The consistency of the standard format used by other transit systems will update CyRide's program to current industry practices.



# Memo

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## Legal Department

TO: Sheri Kyras  
FROM: Kristine Stone, Assistant City Attorney  
RE: Ability to restrict advertising on CyRide buses  
DATE: October 22, 2012

The single US Supreme Court case that deals with this particular issue is *Lehman v. City of Shaker Heights*, 418 US 298 (1974). This case addresses the issue of whether or not a City “which operates a public rapid transit system and sells advertising space for car cards on its vehicles is required . . . to accept paid political advertising on behalf of a candidate for public office.” *Id.* at 299. The evidence in the case showed that the City of Shaker Heights had never accepted political or public issue advertising in its 26 year history. The City had a policy which specifically excluded this type of advertising copy. The Supreme Court held that this type of advertising was not akin to a traditional public forum and that the policy against political ads did not violate the First or Fourteenth Amendments. The Court did hold, however, that any policies and practices related to the City’s advertising copy “must not be arbitrary, capricious, or invidious.” *Id.* at 303.

The Shaker Heights case has been interpreted quite narrowly by subsequent federal courts who have addressed this issue. In *Planned Parenthood Association v. Chicago Transit Authority*, 592 F. Supp. 544 (N.D. Illinois 1984), the Court held that the City of Chicago had created a public forum “by opening its message space to a wide variety of protected speech, including political candidate messages, religious messages, messages by trade unions and other not-for-profit organizations and associations, other issue-oriented messages of various sorts and commercial messages of all sorts.” *Id.* at 553. The Court stated that because of this, the City was precluded from prohibiting abortion related advertising on its transit vehicles. This decision was affirmed by the 9<sup>th</sup> Circuit Court of Appeals in 1985.

In determining whether CyRide can now impose more restrictive copy policies, the first question should be has CyRide created a public forum on its buses? This will depend upon the types of ads that have been permitted over the years. In my review of your policies, it appears to me that CyRide would be much more like Chicago than Shaker Heights, when you consider the cases discussed above.

The next question, assuming CyRide buses are a public forum, is what compelling government interest justifies restricting a certain category of speech? The following excerpt shows how high this standard actually is:

Accordingly a function of free speech under our system of government is to invite dispute. It may indeed best serve its high purpose when it induces a condition of unrest, creates dissatisfaction with conditions as they are, or even stirs people to anger. Speech is often provocative and challenging. It may strike at prejudices and preconceptions and have profound unsettling effects as it presses for acceptance of an idea. That is why freedom of speech, though not absolute, is nevertheless protected against censorship or punishment, unless shown likely to produce a clear and present danger of a serious substantive evil that rises far above public inconvenience, annoyance or unrest. *Planned Parenthood* at 554.

Both *Lehman* and *Planned Parenthood* discuss the “captive audience” doctrine and whether or not the captive nature of a bus passenger meant that the bus could not be considered a public forum. There is some disagreement about this, but the *Planned Parenthood* decision states that it is immaterial to the inquiry, because Chicago’s policy was clearly arbitrary and capricious in that it restricted certain speech based on its content. *Id.* at 555.



## 2011-2012 Advertising (Non Business-Related)

<b>Non-Profit Organizations</b>
Ames Figure Skating Club
Birthright Ames
Lutheran Services in Iowa
Raising Readers Story County
Seniors in Story
Ames Community Theater
Ames Education Foundation
Iowa Public Radio
Planned Parenthood of the Heartland
Ames Jaycees on the Half Shell
United Way of Story County

<b>Educational/Educationally-Affiliated Organizations</b>
ISU Agronomy
ISU Dining
ISU Engineering Career Fair
ISU Housing
ISU Interfraternity Council
ISU Trademark Licensing Office
ISU Student Counseling Services
ISU Mathematics Dept.
ISU Margaret Sloss Women's Center
Des Moines Area Community College

<b>Governmental Organizations</b>
Mary Greeley Medical Center
Ames Water and Pollution Control Dept.
Iowa Dept. of Public Health ZLR Ignition
Court Appointed Special Advocates

<b>Other</b>
Saint Cecilia School
Story County Democrats

**POLICIES AND STANDARDS FOR ADVERTISING  
ON AMES TRANSIT AGENCY  
TRANSIT FACILITIES**

The Ames Transit Agency (CyRide) is a metropolitan transit system created as an administrative agency of the City of Ames, Iowa under section 26A of the City of Ames Municipal Code. The Ames Transit Agency owns and operates buses, bus shelters, a garage and other properties (collectively referred to as “Transit Facilities”) in conjunction with its transit system. It is in the public interest to make advertising space available to the successful Advertising Contractor (referred to as “Contractor”) to generate revenue and help fund the operation of the transit system or upon acceptance of the advertising as unpaid public advertising or public service announcements in accordance with this policy in order to support public agencies and community non-profit services.

**I. PURPOSE**

**1.01 Nonpublic Forum; Commercial/Proprietary Functions.** CyRide will rent space to its Contractor on its Transit Facilities for limited types of advertising (“Permitted Advertising”). By allowing limited types of advertising on or within its buses and or/bus shelters and providing limited space at no charge pursuant to this policy, CyRide does not intend to create a public forum for public discourse or expressive activity, or to provide a forum for all types of advertisements. The display of Permitted Advertising upon payment of rent to the advertising contractor in accordance with the Contractor’s adopted rental schedule on designated Transit Facilities is intended only to supplement fare revenue, tax proceeds and other income that fund the transit system.

**1.02 Certain Excluded Advertising.** CyRide will not accept for display on its Transit Facilities the types of advertising defined in Section 2.01 of these policies and standards (“Excluded Advertising”). By not accepting Excluded Advertising, CyRide can:

- (a) maintain a professional advertising environment that maximizes advertising revenues and minimizes interference or disruption of the commercial aspects of its transit system;
- (b) maintain an image of neutrality on political matters and other noncommercial issues that are the subject of public debate and concern;
- (c) protect passengers, employees and CyRide facilities from harm or damage that can result from some individual’s reactions to political or controversial materials; and
- (d) help build and retain transit ridership.

**1.03 Limits on Permitted Advertising.** Placing reasonable limits on Permitted Advertising displayed on its Transit Facilities will enable CyRide to:

- (a) avoid subjecting its passengers and other members of the public to material that may discourage them from using transit services;
- (b) maintain an image of professionalism and decorum;
- (c) avoid displaying material that is not suitable for viewing by minors who ride on CyRide buses or those individuals whose neighborhoods are served by CyRide bus routes; and
- (d) maximize revenues by attracting and maintaining the patronage of passengers.

## II. ADVERTISING POLICIES

**2.01 Excluded Advertising.** For the purposes of these policies and standards, the advertising described in this Section 2.01 is “Excluded Advertising.” CyRide will not accept the following Excluded Advertising for display, posting or placement on or within its buses, or other Transit Facilities:

- (a) **Alcoholic Beverages.** Advertisements and images soliciting or promoting the sale or use of alcoholic beverages.
- (b) **Tobacco Products.** Advertisements and images soliciting or promoting the sale or use of tobacco products including, but not limited to, cigarettes, cigars and smokeless tobacco.
- (c) **Advertisements Affecting Image or Operation.** Advertisements and images that threaten or adversely affect: the public image of CyRide; CyRide’s ability to operate its Transit Facilities; or CyRide’s ability to attract and maintain the patronage of passengers.

**2.02 Permitted Advertising.** Subject to the viewpoint-neutral standards contained in Section 3.01 of these policies and standards, CyRide will accept “Permitted Advertising” for display or placement on designated CyRide Facilities. For the purposes of these policies, “Permitted Advertising” is advertising that:

- (a) Does not qualify as Excluded Advertising under Section 2.01.
  - (b) Generally relates to the economic interests of the advertiser and its audience.
- Advertising defined in Section 3.02 and 3.03 also is Permitted Advertising.

**2.03 Prohibitions on Literature or Product Distribution and Leafleting.**

CyRide’s purpose in operating a transit system is to meet the public’s need for efficient, effective and safe public transportation. CyRide Facilities are not intended to be public forums for public discourse or expressive activity. Literature or product distributions, leafleting and similar activities can disrupt or delay passengers who are boarding and exiting buses and other transit vehicles, distract passengers, distract bus operators, cause

maintenance issues, and otherwise create safety issues for passengers, operators and surrounding traffic. Accordingly, political campaign activities, distribution of political or issues campaign literature, leafleting, and other informational or campaign activities are prohibited within CyRide buses or other transit vehicles and within CyRide bus shelters. Notwithstanding the policies that allow the display of Permitted Advertising on designated CyRide Facilities, nothing in these policies or standards authorizes or permits advertisers to distribute literature, leaflets, coupons, products, samples or other items within CyRide buses. On a limited basis and in conjunction with a “partnering” opportunity approved by CyRide, CyRide may allow an advertiser to distribute items on or within CyRide Facilities. Any distribution of literature, leaflets, coupons, products, samples or other items must be pre-approved by CyRide and must comply strictly with terms and conditions established by CyRide.

### III. ADVERTISING STANDARDS AND RESTRICTIONS

**3.01 Advertising Standards and Restrictions.** CyRide will make available on designate CyRide Facilities space for advertisements subject to the viewpoint-neutral restrictions in this Section 3.01 that limit certain forms of advertising. Advertisements cannot be displayed or maintained on CyRide Facilities if the advertisement or information contained in the advertisement falls within one or more of the following categories:

- (a) ***False, Misleading, Deceptive or Disrespectful Advertising.*** Advertising or any material or information in the advertising that is false, misleading or deceptive, or that is intended to be (or reasonably could be interpreted as being) disparaging, disreputable or disrespectful to persons, groups, businesses or organizations, including advertising that portrays individuals as inferior, evil or contemptible because of their race, color, creed, sex, pregnancy, age, religion, ancestry, national origin, marital status, disability, including those related to pregnancy or child birth, affectional preference, gender identity, or gender expression or sexual orientation, or any other characteristic protected under federal, state or local law.
- (b) ***Unauthorized Endorsement.*** Advertising that implies or declares that CyRide endorses a product, service, point-of-view, event or program. The prohibition against endorsement does not apply to advertising for a service, event or program for which CyRide is an official sponsor, co-sponsor or participant, provided CyRide’s Transit Director or other designated representative gives prior written approval regarding the endorsement.
- (c) ***Obscene or Offensive Material.*** Advertising that contains obscene or offensive materials. “Obscene materials” means displays information that, taken as a whole, appeals to the prurient interest in sex and depicts or describes, in a patently offensive manner, sexual conduct and which, taken as a whole, does not have serious literary, artistic, political, or scientific value. “Offensive materials” means displays or information that would be offensive to a reasonably prudent person of

average sensitivity in the community, including advertising that contains derisive, distorted, immoral, profane or disreputable language or impressions.

- (d) ***Unlawful Goods or Services.*** Advertising or any material or information in the advertising that depicts, promotes or reasonably appears to encourage the use or possession of unlawful or illegal goods or services.
- (e) ***Unlawful Conduct.*** Advertising or any material or information in the advertising that: depicts, promotes or reasonably appears to encourage unlawful or illegal behavior or conduct, including unlawful behavior of a violent or antisocial nature; is libelous or an infringement of copyright; is otherwise unlawful or illegal; or is likely to subject CyRide to liability.
- (f) ***Adult Entertainment.*** Advertising that promotes or displays images associated with adult book stores, adult video stores, nude dance clubs and other adult entertainment establishments, adult telephone services, adult internet sites and escort services.
- (g) ***Graffiti.*** Advertising that uses images or symbols that depict or represent graffiti.
- (h) ***Illegal Firearms and Weapons.*** Advertising that contains images or depictions of illegal firearms or any firearms, or the unlawful use of firearms or other weapons.
- (i) ***Internet Addresses and Telephone Numbers.*** Advertising that directs viewers to internet addresses or telephone numbers that contain materials, images or information that would violate these advertising standards if the materials, images or information were contained in advertising displayed or posted on CyRide Facilities.
- (j) ***Distractions and Interference.*** Advertising that incorporates or displays any rotating, revolving, or flashing devices or other moving parts or any word, phrase, symbol or character, any of which are likely to interfere with, mislead or distract traffic or conflict with any traffic control device or motor vehicle regulation.

**3.02 Political, Religious, or “Issues” Advertising.** All political, religious, or “issue related” advertising shall bear conspicuously a paid advertising disclaimer that shall be consistent with the requirements as outlined in Attachment A.

**3.03 Other Permitted Advertising and Public Service Announcements.** CyRide may make advertising space available for advertising proposed by governmental entities, academic institutions or tax-exempt nonprofit organizations (examples include: ads focusing on personal health or wellness issues, or ads informing the public about programs, services or events). Non-profit entities must document their tax-exempt status. On a limited basis, CyRide may make unpaid advertising space available for public service announcements.

Costs associated with the design, production, installation and removal of public service announcements are the responsibility of the group or organization requesting the public service announcement. The advertising and public service announcements permitted under this section cannot contain displays or messages that qualify as Excluded Advertising under Section 2.01 and must comply with these advertising policies and standards. Unless the source of the advertising or public service announcement is obvious from the content or copy, the advertisement or public service announcement must specifically identify the sponsor of the advertisement or the message.

**3.04 Space Availability.** CyRide's Contractor limits the amount of space on its Transit Facilities available for advertising and does not represent that it can accommodate all requests for advertising space. Advertising space will be made available only on CyRide Facilities designated by CyRide. No advertising, signs and other types of postings or messages may be displayed, posted or placed on any other CyRide Facilities.

**3.05 Reservation of Rights.** CyRide reserves the right to amend these policies and standards at any time. Subject to any contractual obligations, CyRide reserves the right to discontinue advertising on CyRide Facilities and discontinue accepting advertising for display or posting on CyRide Facilities. CyRide reserves the right to limit the availability of advertising space on its Transit Facilities and remove advertising that does not comply with these advertising policies and standards and, subject to any contractual obligations.

#### **IV. APPEAL OF ADVERTISING DECISIONS**

**4.01 Initial Reviews.** CyRide's Transit Director will make initial decisions about accepting or rejecting proposed advertising. The decisions will be based on these policies and standards. CyRide's Transit Director, or other designated CyRide staff, will work with Contractor to resolve issues about advertisements that do not comply with these policies and procedures. Resolution may include modification of the art, copy, or both as well as rejection of the advertisements.

**4.02 Appeals to Transit Trustee.** An advertiser may appeal a decision to reject or remove an advertisement by filing a written request with the permanent Trustees of the Ames Transit Agency Board of Trustees within ten (10) business days after the rejection or removal decision. The advertiser's request must state why the advertiser disagrees with the decision in light of CyRide's advertising policies and standards. The Transit Trustees may consult with the City of Ames legal counsel. The Trustees will review the basis for the rejected or removed advertisement and will consider the advertiser's reasons for filing the request. The Trustees will make a decision on the request and will notify the advertiser of its decision in writing within fifteen (15) business days after receiving the advertiser's request.

**ATTACHMENT A**  
**POLITICAL, RELIGIOUS, OR ISSUES ADVERTISING DISCLAIMER REQUIREMENTS**

**I. DISCLAIMER REQUIREMENTS**

- A. **Political Candidates** - On an advertisement that is authorized and paid for by a candidate or his/her campaign committee, the disclaimer must identify:
1. Who paid for the message.
  2. A statement that CyRide does not endorse the advertisement
- B. **Political Candidate Advertisement Paid by a Different Party** - On an advertisement that is authorized by a candidate or his/her campaign committee, but is paid for by another person, the disclaimer notice must:
1. Identify who paid for the communication.
  2. Indicate that the candidate authorized the message.
  3. A statement that CyRide does not endorse the advertisement
- C. **Political Advertisement Not For Political Candidate** – On an advertisement that is not authorized by a particular candidate or his/her campaign committee, the disclaimer notice must:
1. Identify who paid for the message.
  2. State that it was not authorized by any candidate or candidate's committee.
  3. List the permanent address, telephone number or World Wide Web address of the person who paid for the communication.
  4. A statement that CyRide does not endorse the advertisement
- D. **Religious Oriented, Political Issue or Other Noncommercial Issue Ads** -  
The disclaimer notice must:
1. Identify who paid for the message.
  2. List the permanent address, telephone number or World Wide Web address of the person who paid for the communication.
  3. A statement that CyRide does not endorse the advertisement

**CITY OF AMES, Iowa**

**MEMO TO:** Ames Transit Board of Trustees

**FROM:** Sheri Kyras

**DATE:** November 15, 2012

**SUBJECT:** Aqua Route Modification – Summer 2013

**BACKGROUND:** CyRide has operated the #8 Aqua Route over the summers of 2010, 2011 and 2012. The route was originally designed to connect with other CyRide routes from the west at Beyer Hall/State Gym and from the east at City Hall. This service operates an hourly schedule from each location. Since its initial operation, CyRide has received numerous customer comments that service from Beyer Hall/State Gym does not connect well with other routes and that customers must wait 20-30 minutes to connect to their next route. This disconnection occurs as the bus is unable to travel from City Hall to the Aquatic Center and then to Beyer Hall/State Gym in the same amount of time as other buses is able to complete their routes when traveling between these two points.

Ridership for each of the three years this service has been in operation as well as a comparison from year to year is as follows:

<b>Month</b>	<b>2010</b>	<b>2011</b>	<b>% Change 2010 vs 2011</b>	<b>2012</b>	<b>% Change 2010 vs 2012</b>	<b>% Change 2011 vs 2012</b>
<b>May</b>	147	83	-44%	175	19%	111%
<b>June</b>	1,373	1,039	-24%	1,543	12%	49%
<b>July</b>	1,274	1,037	-19%	1,353	6%	30%
<b>August</b>	358	367	3%	528	47%	44%
<b>Total Aqua Route Rides</b>	<b>3,152</b>	<b>2,526</b>	<b>-20%</b>	<b>3,599</b>	<b>14%</b>	<b>42%</b>

**INFORMATION:** The ridership percentage on each route half for the three summers is listed below.

<b>Route Half</b>	<b>2010 (Est.)</b>	<b>2011</b>	<b>2012</b>
From City Hall (east)	46%	63%	47%
From Beyer Hall/Stat Gym (west)	54%	37%	53%



Approximately half of the ridership on the “west” route half includes students moving through campus who take the first bus available and could wait an extra few minutes to catch one of several other routes that could provide the same trip for them.

As staff reviewed possible solutions to try to provide a better level of service to individuals on the route (see attached map), staff believes that eliminating the “west” half of the route and only operating the route from City Hall to the Aquatic Center with service every 30 minutes (see proposed schedule below) compared to the current 60 minutes would improve service to most riders.

<b>City Hall</b>	<b>Aquatic Center</b>	<b>Aquatic Center</b>	<b>City Hall</b>
12:25 PM	12:33 PM	12:35 PM	12:44 PM
12:55 PM	1:03 PM	1:05 PM	1:14 PM
1:25 PM	1:33 PM	1:35 PM	1:44 PM
1:55 PM	2:03 PM	2:05 PM	2:14 PM
2:25 PM	2:33 PM	2:35 PM	2:44 PM
2:55 PM	3:03 PM	3:05 PM	3:14 PM
3:25 PM	3:33 PM	3:35 PM	3:44 PM
3:55 PM	4:03 PM	4:05 PM	4:14 PM
4:25 PM	4:33 PM	4:35 PM	4:44 PM
4:55 PM	5:03 PM	5:05 PM	5:14 PM
5:25 PM	5:33 PM	5:35 PM	5:44 PM
5:55 PM	6:03 PM	6:05 PM	6:14 PM
6:25 PM	6:33 PM	6:35 PM	6:44 PM
6:55 PM	7:03 PM	7:05 PM	7:14 PM
7:25 PM	7:33 PM	7:35 PM	7:44 PM
7:55 PM	8:03 PM	8:05 PM	8:14 PM

In evaluating the travel time of a customer from the west at Steinbeck and Dickenson, staff found little difference in travel time with the current schedule ranging between 33-48 minutes total travel time versus 30 – 53 minutes with the proposed schedule above; however, riders would have twice as many trip options to choose from making it more convenient. If this change is made, it would become effective May 25, 2013 when service begins next summer.

There would be no cost impact of operating the route as attached on the map and above schedule.

**ALTERNATIVES:**

1. Approve modifying the #8 Aqua Route to operate a 30-minute schedule between City Hall and the Aquatic Center effective May 25, 2013.
2. Modify the #8 Aqua Route to operate on a board directed route and resulting schedule.
3. Continue operating the #8 Aqua Route with no modification from the 2012 summer service.

**RECOMMENDATIONS:**

The Transit Director recommends approval of Alternative #1 to modify the #8 Aqua route to eliminate the “west” leg of the route. This change will provide more frequent service on the remaining “east” leg of the route little change in travel time for almost all customers on the route.

# CyRide

**Bus Stops**  
Buses will stop to pick up and discharge passengers only at the bus stop locations shown on the maps  
( • • • • • )

**Time Points**  
The locations named on route timetables are time points. They are designated on the maps by colored squares ( ■ ■ ■ ■ ■ )

**Transfer Points**  
Transfers from one bus to another can be made at transfer points. These transfer points are designated on the maps by a red "T" symbol ( T )

**DSM Airport Shuttle**  
Buses to the Des Moines Airport will pick up at stops with an airplane symbol ( ✈ ) See the timetables for days and times.



Red Route will pick up and drop passengers at North Dakota and Ontario on request when Green Route is not running. See the timetables for more information.



Central Iowa Transit will operate Route #51 from University Plains to the ISU campus Monday through Friday when ISU is in session. Go to [www.cyrider.com](http://www.cyrider.com) for exact times the bus operates.

Central Iowa Transit will operate Route #51 from Billy Sunday Road to the ISU campus Monday through Friday when ISU is in session. Go to [www.cyrider.com](http://www.cyrider.com) for exact times the bus operates.

**CITY OF AMES, Iowa**

**MEMO TO:** Ames Transit Board of Trustees

**FROM:** Sheri Kyras

**DATE:** November 15, 2012

**SUBJECT:** Mid-Iowa Community Action Memorandum of Understanding

**BACKGROUND:** The Mid-Iowa Community Action, Inc. (MICA) agency submits grant requests to fund services they provide for residents of Ames. These grants require a Memorandum of Understanding (MOU) with other partners to provide services for their clients funded under the grants.

**INFORMATION:** The attached draft MOU from MICA indicates that CyRide will commit to three actions:

1. Provide general service transportation, which includes clients under the HIV/AIDS program,
2. Be available to answer questions from MICA case managers, and
3. Notify MICA if there is a fare increase.

Each of these three actions is currently offered by CyRide to any agency and their clients serving the Ames community.

MICA has requested CyRide agree to the terms of the MOU.

**ALTERNATIVES:**

1. Approve the MICA Memorandum of Understanding.
2. Approve modified language to the MICA Memorandum of Understanding.
3. Do not approve the MICA Memorandum of Understanding.

**RECOMMENDATION:**

The Transit Director recommends approval of Alternative #1 to approve the MOU as it does not extend additional service that is not already provided in the community.

# Mid-Iowa Community Action, Inc.

*Helping People. Changing Lives.  
Building Communities.*

TO: CyRide

FROM: Mid-Iowa Community Action, Inc. (MICA)

DATE: November 15, 2012

SUBJECT: HIV Medical Case Management

This **Memorandum of Understanding** shall define the terms of collaboration between *CyRide* and *Mid-Iowa Community Action's* HIV/AIDS medical case management program. MICA is applying for continued funding through the Iowa Department of Public Health for the upcoming period of April 2013 through March 2017. Although the new grant year begins April 2013, we request the terms of the Memorandum begin immediately.

*CyRide*, the public transit provider operating within the city limits of Ames, Iowa, will provide the following roles and responsibilities toward achieving the project goals and objectives:

- Provide transportation services to the general public including clients of the HIV/AIDS program entitled the "Ryan White Care" Program
- Be available to answer questions or provide information regarding *CyRide* services to Mid-Iowa Community Action and/or the HIV case managers
- Provide information and notify Mid-Iowa Community Action of any fare changes as it relates to the clients of the Ryan White Care Program

*Mid-Iowa Community Action's* roles and responsibilities toward achieving project goals and objects:

- Encourage HIV/AIDS clients who live in Ames to use *CyRide* transportation services. Doing so will provide a consistent means to get to appointments which will ultimately improve clients' overall health.
- Be available to answer questions or provide information to *CyRide* about MICA's HIV program

This agreement does not involve the exchange of funds between the parties. This agreement may be amended in writing from time to time by mutual consent of the parties. This agreement may be terminated by either party by providing written notice to the other party.

This Memorandum of Understanding is entered into by *Mid-Iowa Community Action, Inc.* and *Cyride* on dates of signatures shown below.

Signature: \_\_\_\_\_  
Printed Name: Janelle Durlin  
Title: Story County Health Resource Director  
Agency: Mid-Iowa Community Acton, Inc. (MICA)

Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Agency: CyRide

Date: \_\_\_\_\_

**CITY OF AMES, Iowa**

**MEMO TO:** Ames Transit Board of Trustees

**FROM:** Sheri Kyras

**DATE:** November 15, 2012

**SUBJECT:** 2013-2014 Budget Information

**BACKGROUND:** At the September and October Board meetings, staff presented the 2013-2014 federal revenue and capital funding modifications and potential service changes that could be included in budget options for the next year beginning July 2013. At these meetings, board members requested a five-year operating and capital pro forma to provide a longer-term look at the revenue and expenses needed to address CyRide service and facility needs. From this information, board-directed options can be identified for staff development and consideration at the December 2012 Transit Board meeting.

**INFORMATION:** Through the annual budgeting process CyRide staff has prepared anticipated revenues and expenditures for the 2013-2014 budget year (FY14). Capital and operating expenses were then projected forward for an additional five years (FY15 – FY18) to determine the level of local dollars needed to fund CyRide’s budgeted level of service plus additional services added to address overcrowding this fall as well as capital needs. The attached chart entitled, “CyRide 5 Year Pro Forma” details the dollars required to address these needs and is explained below.

**Pro Forma Description**

The pro forma includes the following operating revenue assumptions, for an **annual increase of 4% per year**:

- State Funds – Increase 2% per year
- FTA Operating Funds – Increase 3% per year (after the FY13 large increase)
- Local Funds – Increase 5% per year per funding partner
- Transit Contracts (Parking for Orange Route) – Increases 3% per year
- Farebox – Increases .5% per year
- Advertising – no increase, steady at \$120,000 per year
- Miscellaneous – no increase, steady at \$74,600 per year

The following operating expenses are included on the pro forma, for an overall **annual increase of 3.8% per year**:

- No new services
- Wages – Increase 3.5% per year
- Benefits – Increase 2% per year
- Health Insurance – Increase 8% per year
- Internal Services (Legal, Human Resources, IT, etc.)– Increase 2.4% per year
- Property Insurance – Increase 5% per year
- Contractual (Utilities, Training, Subscriptions, Computer Maint. etc.)– Increase 4.4% per year
- Commodities (Vehicle Parts, Uniforms, Cleaning Supplies, etc.)– Increase 3% per year
- Fuel – Increase 5% per year (from \$3.50 per gallon in FY13)

The capital pro forma assumptions for revenue are as follows:

- State/Federal – None after State of Good Repair buses are purchased by FY15
- 5339 Formula (new Capital Formula Dollars) – Increase of 3% per year
- ISU Parking – no increase, steady at \$17,000 per year
- Interest – no increase, steady at \$5,000 per year
- Capital Transfer - \$835,000 per year
- GSB Transfer – Next Bus commitment through FY15

The capital pro forma assumptions for expenses are as follows:

- Building – After next expansion, \$170,000 per year for building expansion/major repairs (in 4 years = \$680,000)
- Buses - Funding for 2-3 buses per year (Need = 5 to 6 per year)
- Shop Equipment - \$50,000 per year
- Computers - \$12,000 per year ( approx. 4 per year)
- Support Vehicle – 1 per year

**In summary, the pro forma allows CyRide to: continue existing services only; generate minimal funding for buses and CyRide’s facility; requires a 5% across-the-board local dollar increase, have an Ending Balance between 11 and 12% and transfer dollars from the operating to the capital budget of \$822,000 per year.**

### **New Service Options**

At the October Board meeting, staff presented ten service options, of which the transit board directed staff to develop more detailed cost estimates for four:

1. Impact of 2012-2013 Enrollment

2. Impact of 2013-2014 Enrollment
3. Sunday blue Route to 20 Minute Headway – Friley to S. Duff
4. 6A Towers

The first option is included in the pro forma so that existing service levels are not reduced; however, the remaining three options would increase costs and local dollars. The attached sheet entitled, “Estimate of Service costs – FY2013” lists the dollar amount and the equal percentage increases for each of the local funding partners to include this service in a budget option.

### **Additional Information**

Staff has also included two additional charts for reference in the discussion – the CyRide Three Party Revenue History showing the percentage increases each funder has contributed since the 1982-1983 budget year as well as the local share “split” between the funders, and the GSB Trust Fund History with current and projected student fee dollars for CyRide. The Three Party Revenue History shows the percentage increases of each of the three parties over the years, with some years contributing even funding increases and in other years uneven shares to address funding issues for one funding partner. This chart also shows the historical percentage share for each of the parties in contributing to the local dollars needed annually (26% for the city, 11% for ISU and 62% for GSB). These percentages do not match current ridership patterns as students generate approximately 90% of the ridership on CyRide’s service.

The GSB Trust Fund continues to be healthy with \$1,063,000 projected to remain after the current budget year. This balance has been achieved with no student fee increases for five budgets due to the large positive balance in this fund.

### **Staff Direction**

CyRide staff is seeking board direction on budget options that address:

- Local share percentages – even, uneven among funding partners
- Ending balance levels
- Dollars transferred from operating to capital
- Potential new services to include in options

Typically, one to three options are developed for board consideration in December based on input received by its members regarding the above criteria.



### CyRide 5 Year Pro Forma

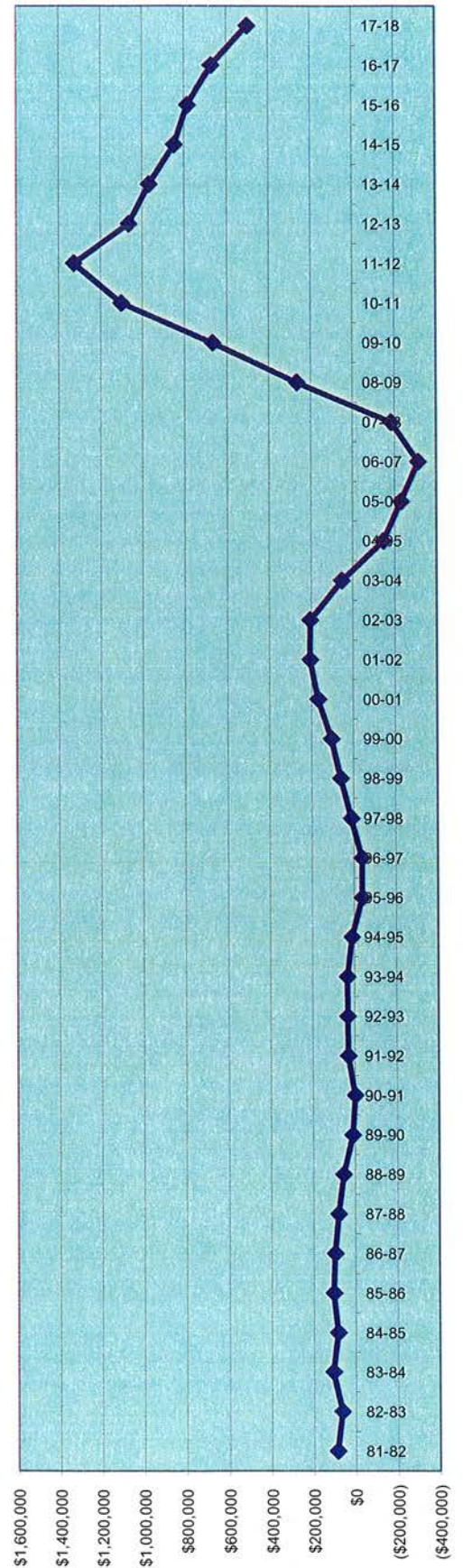
<b>Operations</b>	<b>FY13</b>	<b>Incr.</b>	<b>FY14</b>	<b>Incr.</b>	<b>FY15</b>	<b>Incr.</b>	<b>FY16</b>	<b>Incr.</b>	<b>FY17</b>	<b>Incr.</b>	<b>FY18</b>
<b>Beginning Balance</b>	<b>\$ 873,288</b>		<b>\$ 1,034,178</b>		<b>\$ 1,021,503</b>		<b>\$ 1,078,156</b>		<b>\$ 1,108,316</b>		<b>\$ 1,216,332</b>
State Operating	\$ 590,000	1.7%	\$ 600,000	2.0%	\$ 612,000	2.0%	\$ 624,240	2.0%	\$ 636,725	2.0%	\$ 649,459
FTA Operating	\$ 1,761,052	26.8%	\$ 2,232,553	3.0%	\$ 2,299,530	3.0%	\$ 2,368,515	3.0%	\$ 2,439,571	3.0%	\$ 2,512,758
ISU	\$ 641,872	5.0%	\$ 673,965	5.0%	\$ 707,664	5.0%	\$ 743,047	5.0%	\$ 780,199	5.0%	\$ 819,209
City	\$ 1,463,659	5.0%	\$ 1,536,842	5.0%	\$ 1,613,684	5.0%	\$ 1,694,368	5.0%	\$ 1,779,087	5.0%	\$ 1,868,041
GSB	\$ 3,499,053	5.0%	\$ 3,674,006	5.0%	\$ 3,857,706	5.0%	\$ 4,050,591	5.0%	\$ 4,253,121	5.0%	\$ 4,465,777
GSB for Extra Service	\$ 160,000										
Transit Contracts	\$ 293,927	2.3%	\$ 300,650	3.0%	\$ 309,670	3.0%	\$ 318,960	3.0%	\$ 328,528	3.0%	\$ 338,384
Farebox	\$ 368,500	0.1%	\$ 368,900	0.5%	\$ 370,745	0.5%	\$ 372,598	0.5%	\$ 374,461	0.5%	\$ 376,334
Advertising	\$ 120,000	0.0%	\$ 120,000	0.0%	\$ 120,000	0.0%	\$ 120,000	0.0%	\$ 120,000	0.0%	\$ 120,000
DOT/MPO/Int./Misc	\$ 83,300	-10.4%	\$ 74,600	0.0%	\$ 74,600	0.0%	\$ 74,600	0.0%	\$ 74,600	0.0%	\$ 74,600
<b>Operating Revenues</b>	<b>\$ 8,981,363</b>	<b>6.7%</b>	<b>\$ 9,581,516</b>	<b>4.0%</b>	<b>\$ 9,965,597</b>	<b>4.0%</b>	<b>\$ 10,366,920</b>	<b>4.0%</b>	<b>\$ 10,786,292</b>	<b>4.1%</b>	<b>\$ 11,224,562</b>
Wages	\$ 4,414,823	3.3%	\$ 4,560,643	2.8%	\$ 4,688,341	2.8%	\$ 4,819,615	2.8%	\$ 4,954,564	2.8%	\$ 5,093,292
Normal Growth	\$ 160,000	2.8%	\$ 164,480	2.8%	\$ 169,085	2.8%	\$ 173,820	2.8%	\$ 178,687	2.8%	\$ 183,690
Benefits (no Health Ins.)	\$ 811,850	2.2%	\$ 829,425	2.8%	\$ 852,649	2.8%	\$ 876,523	2.8%	\$ 901,066	2.8%	\$ 926,296
Health Insurance	\$ 497,215	8.0%	\$ 536,900	8.0%	\$ 579,852	8.0%	\$ 626,240	8.0%	\$ 676,339	8.0%	\$ 730,447
<b>Payroll</b>	<b>\$ 5,883,888</b>	<b>3.5%</b>	<b>\$ 6,091,448</b>	<b>3.3%</b>	<b>\$ 6,289,928</b>	<b>3.3%</b>	<b>\$ 6,496,198</b>	<b>3.3%</b>	<b>\$ 6,710,656</b>	<b>3.3%</b>	<b>\$ 6,933,724</b>
Next Bus						\$ 100,000	0.0%	\$ 100,000	0.0%	\$ 100,000	
Internal Services	\$ 266,532	2.2%	\$ 272,316	2.4%	\$ 278,852	2.4%	\$ 285,544	2.4%	\$ 292,397	2.4%	\$ 299,415
Insurance	\$ 213,521	6.7%	\$ 227,896	5.0%	\$ 239,291	5.0%	\$ 251,255	5.0%	\$ 263,818	5.0%	\$ 277,009
Contractual	\$ 622,006	2.5%	\$ 637,706	4.4%	\$ 665,765	4.4%	\$ 695,059	4.4%	\$ 725,641	4.4%	\$ 757,570
Commodities (no fuel)	\$ 335,725	2.1%	\$ 342,825	3.0%	\$ 353,110	3.0%	\$ 363,703	3.0%	\$ 374,614	3.0%	\$ 385,853
Fuel	\$ 1,120,000	7.1%	\$ 1,200,000	5.0%	\$ 1,260,000	5.0%	\$ 1,323,000	5.0%	\$ 1,389,150	5.0%	\$ 1,458,608
<b>Services/Commodities</b>	<b>\$ 2,557,784</b>	<b>4.8%</b>	<b>\$ 2,680,743</b>	<b>4.3%</b>	<b>\$ 2,797,017</b>	<b>7.9%</b>	<b>\$ 3,018,561</b>	<b>4.2%</b>	<b>\$ 3,145,621</b>	<b>4.2%</b>	<b>\$ 3,278,453</b>
<b>Operating Expenses</b>	<b>\$ 8,441,672</b>	<b>3.9%</b>	<b>\$ 8,772,191</b>	<b>3.6%</b>	<b>\$ 9,086,945</b>	<b>4.7%</b>	<b>\$ 9,514,759</b>	<b>3.6%</b>	<b>\$ 9,856,276</b>	<b>3.6%</b>	<b>\$ 10,212,177</b>
Capital Transfer	\$ 378,801		\$ 822,000		\$ 822,000		\$ 822,000		\$ 822,000		\$ 822,000
<b>Ending Balance</b>	<b>\$ 1,034,178</b>	<b>12.3%</b>	<b>\$ 1,021,503</b>	<b>11.6%</b>	<b>\$ 1,078,156</b>	<b>11.9%</b>	<b>\$ 1,108,316</b>	<b>11.6%</b>	<b>\$ 1,216,332</b>	<b>12.3%</b>	<b>\$ 1,406,717</b>
											<b>13.8%</b>
<b>Capital</b>											
<b>Beginning Balance</b>	<b>\$ 1,277,119</b>		<b>\$ 343,818</b>		<b>\$ 478,032</b>		<b>\$ 918,939</b>		<b>\$ 349,569</b>		<b>\$ 190,459</b>
State/Federal	\$ 6,217,706		\$ 2,997,581		\$ 976,800		\$ -		\$ -		\$ -
5339 Formula			\$ 137,609	3.0%	\$ 141,737	3.0%	\$ 145,989	3.0%	\$ 150,369	3.0%	\$ 154,880
ISU Parking	\$ 17,000		\$ 17,000		\$ 17,000		\$ 17,000		\$ 17,000		\$ 17,000
Interest	\$ 10,000		\$ 5,000		\$ 5,000		\$ 5,000		\$ 5,000		\$ 5,000
Capital Transfer	\$ 378,801		\$ 822,000		\$ 822,000		\$ 822,000		\$ 822,000		\$ 822,000
GSB Transfer	\$ 266,785		\$ 96,170		\$ 96,170						
<b>Capital Revenues</b>	<b>\$ 6,890,292</b>		<b>\$ 4,075,360</b>		<b>\$ 2,058,707</b>		<b>\$ 989,989</b>		<b>\$ 994,369</b>		<b>\$ 998,880</b>
FY13 Budget	\$ 7,823,593										
Building			\$ 2,525,976		\$ 170,000		\$ 170,000		\$ 170,000		\$ 170,000
Buses (Grants)		3	\$ 1,221,000	3	\$ 1,257,630						
Buses (Local)						3	\$ 1,295,359	2	\$ 889,480	2	\$ 916,164
Shop Equipment			\$ 86,000		\$ 50,000		\$ 50,000		\$ 50,000		\$ 50,000
Computers			\$ 12,000		\$ 12,000		\$ 12,000		\$ 12,000		\$ 12,000
Support Vehicle					\$ 32,000		\$ 32,000		\$ 32,000		\$ 32,000
NextBus Operating			\$ 96,170		\$ 96,170						
<b>Capital Expenses</b>	<b>\$ 7,823,593</b>		<b>\$ 3,941,146</b>		<b>\$ 1,617,800</b>		<b>\$ 1,559,359</b>		<b>\$ 1,153,480</b>		<b>\$ 1,180,164</b>
<b>Ending Balance</b>	<b>\$ 343,818</b>		<b>\$ 478,032</b>		<b>\$ 918,939</b>		<b>\$ 349,569</b>		<b>\$ 190,459</b>		<b>\$ 9,175</b>

11/9/2012 9:55 AM

## GSB Fees and Trust Fund Summary

	5.8%	5.0%	3.8%	4.0%	4.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%
<b>CAPITAL &amp; OPERATIONS</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
	<b>08-09</b>	<b>09-10</b>	<b>10-11</b>	<b>11-12</b>	<b>12-13</b>	<b>13-14</b>	<b>14-15</b>	<b>15-16</b>	<b>16-17</b>	<b>17-18</b>		
Budgeted Revenue	\$2,760,265	\$2,898,278	\$3,008,413	\$3,203,749	\$3,499,053	\$3,674,006	\$3,857,706	\$4,050,591	\$4,253,121	\$4,465,777		
Actual Revenue	\$3,023,287	\$3,290,692	\$3,432,423	\$3,419,956	\$3,650,163	\$3,662,685	\$3,823,820	\$3,978,694	\$4,133,567	\$4,288,441		
Surplus/(Deficit)	\$263,022	\$392,414	\$424,010	\$216,207	\$151,110	(\$11,321)	(\$33,886)	(\$71,898)	(\$119,554)	(\$177,336)		
<b>TRUST FUND</b>												
Opening Balance	(\$182,848)	\$267,129	\$667,188	\$1,099,162	\$1,325,474	\$1,063,054	\$966,193	\$845,799	\$782,359	\$670,630		
Interest	\$806	\$7,645	\$7,964	\$10,105	\$13,255	\$10,631	\$9,662	\$8,458	\$7,824	\$6,706		
Payments	\$186,149											
Transfers In (Out)	\$263,022	\$392,414	\$424,010	\$216,207	\$151,110	(\$11,321)	(\$33,886)	(\$71,898)	(\$119,554)	(\$177,336)		
Ending Balance	\$267,129	\$667,188	\$1,099,162	\$1,325,474	\$1,063,054	\$966,193	\$845,799	\$782,359	\$670,630	\$500,000		
% of Budgeted Revenue	9.7%	23.0%	36.5%	41.4%	27.1%	25.6%	21.4%	19.3%	15.8%	11.2%		
Increase	\$3.85	\$2.41	\$0.00	\$0.00	\$0.00	\$0.00	\$2.64	\$2.64	\$2.64	\$2.64		
Total Fees	\$60.20	\$62.61	\$62.61	\$62.61	\$62.61	\$62.61	\$65.25	\$67.90	\$70.54	\$73.18		
Increase %	6.8%	4.0%	0.0%	0.0%	0.0%	0.0%	4.2%	4.1%	3.9%	3.7%		
Student Semester FTEs	50,221	52,559	54,822	54,623	58,300	58,500	58,600	58,600	58,600	58,600		

**GSB Trust Fund Balance**





# Estimates of Service Costs - FY2013

## Marginal Costs (FY13)

\$1.73 Per Mile
\$32.07 Per Hour

### Sunday Blue Route to 20 Minute Headway Friley to S Duff

Out	In	Hours	Trips	Mi./Trip	Miles	Days	Maint.	Payroll	Expense	Local \$ Incr.	
11:56 AM	6:25 PM	6.5	10	6.5	65.0	30	\$3,370	\$6,255	\$9,625		
										<b>\$9,625</b>	0.2%

### 6A Towers

ISU Residence currently pays \$46,400

M-F 5:40pm-9:15pm, Sat/Sun 11:00am-2:15pm, 6:00pm-8:15pm

<b>\$46,400</b>	0.8%
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### Impact of 2013-2014 Enrollment

Out	In	Hours	Trips	Mi./Trip	Miles	Days	Maint.	Payroll	Expense	Local \$ Incr.	
		5.0	15	3.5	52.5	158	\$14,336	\$25,339	\$39,675		
										<b>\$39,675</b>	0.7%

### Sunday Blue Route to 20 Minute Headway Entire Route

Out	In	Hours	Trips	Mi./Trip	Miles	Days	Maint.	Payroll	Expense	Local \$ Incr.	
11:31 AM	6:04 PM	6.6	5	14.7	73.5	30	\$3,811	\$6,351	\$10,162		
12:11 PM	6:44 PM	6.6	5	14.7	73.5	30	\$3,811	\$6,351	\$10,162		
										<b>\$20,323</b>	0.4%

### DMACC

#### Monday-Thursday ISU Class Days

Out	In	Hours	Trips	Mi./Trip	Miles	Days	Maint.	Payroll	Expense	Local \$ Incr.	
5:13 PM	6:30 PM	1.3	1	12.1	12.1	127	\$2,656	\$5,296	\$7,951		
8:40 PM	9:35 PM	0.9	1	12.1	12.1	127	\$2,656	\$3,666	\$6,322		
							<b>254</b>	<b>\$ 5,312</b>	<b>\$ 8,962</b>	<b>\$14,273</b>	0.3%

### Summer Cardinal

Out	In	Hours	Trips	Mi./Trip	Miles	Days	Maint.	Payroll	Expense	Local \$ Incr.	
7:10 AM	5:27 PM	10.3	31	2.8	86.8	69	\$10,351	\$22,796	\$33,147		
										<b>\$33,147</b>	0.6%

### Yellow Weeknights

Out	In	Hours	Trips	Mi./Trip	Miles	Days	Maint.	Payroll	Expense	Local \$ Incr.	
7:00 PM	10:05 PM	3.1	5	7.2	36.0	258	\$16,053	\$25,653	\$41,706		
										<b>\$41,706</b>	0.7%

### S. 16th

#### Monday-Friday all Year

Out	In	Hours	Trips	Mi./Trip	Miles	Days	Maint.	Payroll	Expense	Local \$ Incr.	
7:00 AM	9:00 PM	14.0	21	7.0	147.0	160	\$40,650	\$71,847	\$112,497		
							<b>Days</b>	<b>Pass.</b>	<b>Fare</b>		
							Fares	160	10	\$ 1.00	\$ 1,600
										<b>\$110,897</b>	2.0%

### Brown to Research Park Evenings

Out	In	Hours	Trips	Mi./Trip	Miles	Days	Maint.	Payroll	Expense	Local \$ Incr.	
6:40 PM	9:00 PM	2.3	4	15.7	62.8	160	\$17,366	\$11,804	\$29,170		
										<b>\$29,170</b>	0.5%

**CYRIDE THREE PARTY REVENUE HISTORY**

**REVENUE HISTORY AS A PERCENTAGE OF YEARLY REVENUES**

YEAR	CITY	ISU	GSB
1981-82	37.3%	13.8%	48.9%
1982-83	39.0%	15.9%	45.1%
1983-84	36.8%	15.1%	48.1%
1984-85	36.8%	15.1%	48.1%
1985-86	34.3%	14.0%	51.7%
1986-87	34.3%	14.0%	51.7%
1987-88	34.3%	14.0%	51.7%
1988-89	34.0%	13.9%	52.1%
1989-90	34.0%	13.9%	52.1%
1990-91	33.7%	14.3%	52.0%
1991-92	33.7%	14.3%	52.0%
1992-93	33.7%	14.3%	52.0%
1993-94	32.4%	13.8%	53.8%
1994-95	32.4%	13.8%	53.8%
1995-96	32.4%	13.8%	53.8%
1996-97	32.6%	13.9%	53.5%
1997-98	31.7%	14.9%	53.4%
1998-99	32.4%	14.7%	52.9%
1999-2000	32.4%	14.7%	52.9%
2000-01	32.4%	14.7%	52.9%
2001-02	30.5%	13.8%	55.6%
2002-03	24.6%	10.8%	64.5%
2003-04	24.1%	10.6%	65.3%
2004-05	24.3%	10.7%	65.0%
2005-06	26.2%	11.5%	62.3%
2006-07	26.2%	11.5%	62.3%
2007-08	26.9%	11.8%	61.3%
2008-09	26.9%	11.8%	61.3%
2009-10	26.9%	11.8%	61.3%
2010-11	26.8%	11.8%	61.4%
2011-12	26.4%	11.6%	62.0%
2012-13	26.1%	11.5%	62.4%
2013-14	26.1%	11.5%	62.4%
Average	28.6%	12.4%	59.0%

**ANNUAL PERCENTAGE INCREASES**

YEAR	CITY	ISU	GSB
1982-83	13.4%	25.0%	0.0%
1983-84	5.6%	6.4%	19.3%
1984-85	0.0%	0.0%	0.0%
1985-86	0.0%	0.0%	15.4%
1986-87	10.0%	10.0%	10.0%
1987-88	3.1%	3.1%	3.1%
1988-89	3.6%	3.6%	5.4%
1989-90	4.0%	4.0%	4.0%
1990-91	1.2%	5.2%	1.9%
1991-92	4.4%	4.4%	4.4%
1992-93	2.4%	2.4%	2.4%
1993-94	7.0%	7.0%	14.9%
1994-95	5.5%	5.5%	5.5%
1995-96	4.0%	4.0%	4.0%
1996-97	6.8%	6.8%	5.4%
1997-98	4.5%	15.4%	7.5%
1998-99	9.7%	5.7%	6.0%
1999-2000	6.0%	6.0%	6.0%
2000-01	7.5%	7.5%	7.5%
2001-02	7.5%	7.5%	20.1%
2002-03	7.5%	4.0%	54.7%
2003-04	10.6%	10.6%	14.2%
2004-05	3.1%	3.1%	1.8%
2005-06	10.0%	10.0%	-1.9%
2006-07	6.1%	6.1%	6.1%
2007-08	5.9%	5.9%	1.4%
2008-09	5.8%	5.8%	5.8%
2009-10	5.0%	5.0%	5.0%
2010-11	3.5%	3.5%	3.8%
2011-12	4.0%	4.0%	6.5%
2012-13	7.0%	7.0%	9.2%
2013-14	5.0%	5.0%	5.0%
Average	5.6%	6.3%	8.1%

**CITY OF AMES, Iowa**

**MEMO TO:** Ames Transit Board of Trustees  
**FROM:** Sheri Kyras  
**DATE:** November 15, 2012  
**SUBJECT:** NextBus Update & Demonstration

**BACKGROUND:**

In March 2012, the Transit Board of Trustees, Ames City Council and ISU Government of the Student Body approved the purchase of a vehicle tracking system to NextBus, Inc. that would provide CyRide customers with real-time, bus-stop level, arrival information to increase CyRide’s convenience for its riding public. Funding for this project was secured, for a three-year period, from CyRide’s GSB Trust Fund provided by student fee dollars as follows:

<u>Category</u>	<u>Cost</u>
Initial Cost	\$172,525
Annual Operating Cost	\$96,170

The total three-year initial and annual operating cost of the project is \$461,035.

**INFORMATION:** Since approval of this project in March, CyRide staff has been working with NextBus representatives to implement this project. Activities completed to date include:

- **Route Configuration** – Transferring CyRide’s route’s into a computer language that identifies routes and their deviations on the software program.
- **Schedule Input** – Creating CyRide’s fall schedule and all “extra” buses in the software program.
- **Bus Stop Signage** – Creating a new design for an additional, smaller sign (located below current signs) at each of CyRide’s 425+ bus stops that would include a specific bus stop number and information on how to text, call or access information from a smartphone. These signs will be printed in two stages to reduce their cost – Prison Industries for the generic information and from Sign Pro for the bus stop specific information. The cost estimate is \$3,500 for printing of these signs, which will be paid with 80% federal dollars.

- **Computer Equipment Purchases** – Three computer monitors were purchased and installed to display the information in the dispatch office.
- **System Testing on AT & T** – As of mid-September, the NextBus program has been displayed in CyRide’s dispatch office. Dispatchers are currently trying different scenarios to determine which combination of buses being displayed will provide the public with the best information. As CyRide has very frequent buses on some routes (Orange route every 2 minutes), it may be best to limit the number of buses displayed so that the screen is not “filled” with buses on the routes.

Activities yet to be completed:

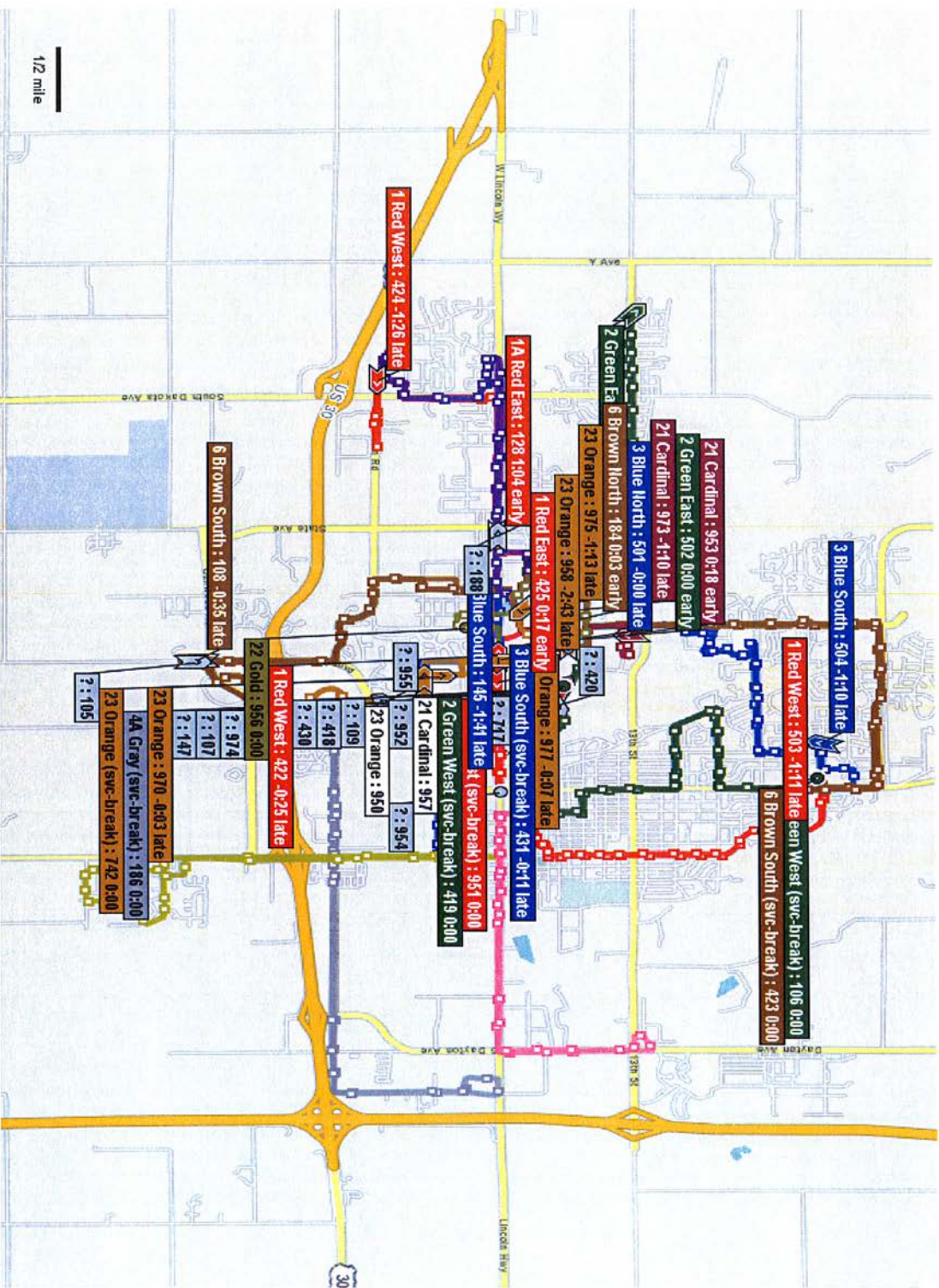
- **CyRide Website Inclusion of NextBus** – CyRide is working with Invision (website designer) to add a button to CyRide’s homepage that will take customers to a page that explains how to use NextBus and provides specific bus stop level information on bus arrivals.
- **Bus Stop Sign Implementation** – Physically placing the signage at each bus stop. CyRide staff will install these signs to ensure that the correct signage is placed at each bus stop. It is anticipated that a majority of this work can be done prior to students returning from winter break.
- **Switch from AT & T to Verizon** – Once the Verizon network is available to CyRide, NextBus and CyRide mechanics will need to switch out each modem on CyRide’s 82 buses.

The schedule for work yet to be completed is as follows:

<u>Activity</u>	<u>Date Started/Completed</u>
Website Inclusion	November 1/January 15
Switch to Verizon System	December 15/December 30
Testing of Verizon System	January 1/January 30
Bus Stop Sign Implementation	January 1/January 30
Go Live (tentative)	February 15

At the Transit Board meeting, CyRide staff will demonstrate the NextBus Dispatch screen currently operating (snap shot attached), which shows where buses, logged into the system, are located and what their estimated arrival time will be for their next stop. Staff will also provide information on how customers will access this information and what typical “customer” screens look like on systems currently deployed in other transit systems.





**CITY OF AMES, Iowa**

**MEMO TO:** Ames Transit Board of Trustees

**FROM:** Sheri Kyras

**DATE:** November 15, 2012

**SUBJECT:** Quarterly Operation's Report

**INFORMATION:** The following information highlights significant variations or important performance benchmarks from the first quarter of the 2012-2013 fiscal year (July – September 2012).

**System-Wide Trends –**

- Ridership for the quarter was -0.7% lower with 1,215,994 trips provided. Two major reasons for this slight decrease is that CyRide did not operate service this year on Labor Day as it was a service reduction measure approved by the Transit Board last year and also the Iowa State-Iowa game was not in Ames this year.
- Revenue miles and hours are slightly higher as a result of additional services provided due to the “peaking effect” experienced earlier this fall with more riders using CyRide just prior to and after class.
- Passengers/Revenue Mile and Hour were lower as a result of stabilized ridership in the first quarter.
- Farebox revenue is +4.4% for the first quarter with the revenue/expense ratio +1.6% higher.
- Operating expenses were +6.6% higher as a result of higher fuel costs than last year and the additional bus trips added to address the “peaking” demand.
- Operating expenses/passenger were higher by 3.4% and expenses/revenue hour and revenue mile were also higher due mainly to fuel prices.

**Maintenance Trends –**

- The number of bus interiors that have been cleaned this year is slightly lower than last year at -4.7%; however; last year there was a significant increase in vehicles cleaned. Therefore, the number of vehicles cleaned is still significantly higher than two years ago.
- Mechanical problems continue to be significantly lower as was the trend last year. The first quarter of 2012-2013 experienced only 35 mechanical problems as opposed to 48



the previous year; creating a -27.1% decrease from the previous year's first quarter. CyRide is able to continue this downward trend as a result of a newer bus fleet.

- Total diesel miles driven increased slightly +3.2% with total gallons of diesel used increasing 4.1%.
- Average diesel miles per gallon decreased slightly by .8% down from 4.1 to 4.0 miles per gallon on average.
- Total Maintenance Expenses were lower for the quarter (-5.7%) as a result of lower parts costs year-to-date.

#### **Fixed-Route/Operations Trends –**

- Total accidents were lower for the first quarter (-23.5%), with Preventable accidents also lower for the quarter at -16.7%.
- The total number of comments from CyRide riders is fairly stable for the quarter at 2.3% lower. However, the number of passengers carried **per complaint** is higher by 1.7%, a positive trend.
- The number of hours employees are driving a bus is fairly stable for the year at -1.1%.
- The number of drivers being late for work or not showing for work is mixed, with a 40% reduction in drivers being late and a 50% increase in drivers not showing up for work. This 50% increase, however, represents two more driver occurrences in this category.

#### **Dial-A-Ride Trends –**

- Dial-A-Ride ridership is lower, which has been the case in the last several years. It is 3.6% lower for the first quarter.
- Farebox revenue is significantly lower for the quarter at -52.4%.
- The operations expense for this service is lower by -8.5% for the quarter, due mainly because CyRide provided Dial-A-Ride service for HIRTA on several days.

#### **Moonlight Express Trends –**

- Moonlight Express ridership is significantly lower for the quarter (-23.8%). This large percentage decrease is due in part by not having the Iowa State-Iowa game in Ames this year and there were two more weekend days in 2011. General ridership is lower by approximately 170 riders most evenings.
- Expenses, miles and hours are lower to match the lower ridership demand currently being experienced.

# CYRIDE QUARTERLY OPERATIONS REPORT

July 1, 2012 to September 30, 2012 (1st Quarter)

	FY 2013 1st Qtr	FY 2012 1st Qtr	% CHANGE	FY 2013 Total	FY 2012 Total	% CHANGE
<b>MAINTENANCE</b>						
Interior Clean	81	85	-4.7%	81	85	-4.7%
Shop Road Calls	9	9	0.0%	9	9	0.0%
Miles per Shop Road Call	37,861	37,317	1.5%	37,861	37,317	1.5%
NTD Minor Mech.	27	37	-27.0%	27	37	-27.0%
NTD Major Mech.	8	11	-27.3%	8	11	-27.3%
Total NTD Mechanical Prob.	35	48	-27.1%	35	48	-27.1%
Miles per Major Mech.	42,593	30,532	39.5%	42,593	30,532	39.5%
<b>Gasoline Vehicles</b>						
Gas Miles Driven	42,852	47,229	-9.3%	42,852	47,229	-9.3%
Total Gallons Gas	5,877	6,769	-13.2%	5,877	6,769	-13.2%
Total Gas Cost	\$18,819	\$22,140	-15.0%	\$18,819	\$22,140	-15.0%
Avg. Gas Cost/Gallon	\$3.20	\$3.27	-2.1%	\$3.20	\$3.27	-2.1%
Gas Cost per Mile	\$0.44	\$0.47	-6.3%	\$0.44	\$0.47	-6.3%
Average Gas MPG	7.3	7.0	4.5%	7.3	7.0	4.5%
<b>Diesel Vehicles</b>						
Diesel Miles Driven	297,895	288,625	3.2%	297,895	288,625	3.2%
Total Gallons Diesel	73,960	71,080	4.1%	73,960	71,080	4.1%
Total Diesel Cost	\$231,440	\$223,191	3.7%	\$231,440	\$223,191	3.7%
Avg. Diesel Cost/Gallon	\$3.13	\$3.14	-0.3%	\$3.13	\$3.14	-0.3%
Diesel Cost per Mile	\$0.78	\$0.77	0.5%	\$0.78	\$0.77	0.5%
Average Diesel MPG	4.0	4.1	-0.8%	4.0	4.1	-0.8%
<b>All Vehicles</b>						
Total Miles Driven	340,747	335,854	1.5%	340,747	335,854	1.5%
Total Gallons Fuel	79,837	77,849	2.6%	79,837	77,849	2.6%
Total Fuel Cost	\$250,259	\$245,331	2.0%	\$250,259	\$245,331	2.0%
Avg. Cost/Gallon	\$3.13	\$3.15	-0.5%	\$3.13	\$3.15	-0.5%
Total Cost per Mile	\$0.73	\$0.73	0.5%	\$0.73	\$0.73	0.5%
Avg. MPG all Vehicles	4.3	4.3	-1.1%	4.3	4.3	-1.1%
Small Bus/Sup. Mileage	48,752	54,638	-10.8%	48,752	54,638	-10.8%
Large Bus Mileage	291,995	281,216	3.8%	291,995	281,216	3.8%
% Rev. Mi./Total Miles	84.1%	85.2%	-1.3%	84.1%	85.2%	-1.3%
Percentage Small Bus	14.3%	16.3%	-12.1%	14.3%	16.3%	-12.1%
Maintenance Expense	\$382,919	\$406,110	-5.7%	\$382,919	\$406,110	-5.7%

# CYRIDE QUARTERLY OPERATIONS REPORT

July 1, 2012 to September 30, 2012 (1st Quarter)

	FY 2013 1st Qtr	FY 2012 1st Qtr	% CHANGE	FY 2013 Total	FY 2012 Total	% CHANGE
<b>OPERATIONS</b>						
Total Passengers	1,215,994	1,224,020	-0.7%	1,215,994	1,224,020	-0.7%
Average Drivers per Month	123.7	125.0	-1.1%	123.7	125.0	-1.1%
Driving Hours	38,413	38,536	-0.3%	38,413	38,536	-0.3%
Drivers Late	9	15	-40.0%	9	15	-40.0%
Drivers No Show	6	4	50.0%	6	4	50.0%
Late/No Show per Driver	0.12	0.15	-20.2%	0.12	0.15	-20.2%
Total Comments	42	43	-2.3%	42	43	-2.3%
Driver Fault	12	5	140.0%	12	5	140.0%
Undetermined	9	12	-25.0%	9	12	-25.0%
Passenger Fault	0	3	-100.0%	0	3	-100.0%
No Fault	10	10	0.0%	10	10	0.0%
System Complaints	5	7	-28.6%	5	7	-28.6%
Service Requests	3	3	0.0%	3	3	0.0%
Compliments	3	3	0.0%	3	3	0.0%
Passengers/Comment	<u>28,952</u>	<u>28,466</u>	<u>1.7%</u>	<u>28,952</u>	<u>28,466</u>	<u>1.7%</u>
Pass./Complaint (D & U)	57,904	72,001	-19.6%	57,904	72,001	-19.6%
Driving Hours/Comment	915	896	2.1%	915	896	2.1%
Driving Hrs/Comment (D&U)	1,829	2,267	-19.3%	1,829	2,267	-19.3%
Accident Reports	13	17	-23.5%	13	17	-23.5%
Preventable Accidents	10	12	-16.7%	10	12	-16.7%
Percent Preventable	76.9%	70.6%	9.0%	76.9%	70.6%	9.0%
Miles/Prev. Accident	34,075	27,988	21.7%	34,075	27,988	21.7%
Hours/Prev. Accident	3,841	3,211	19.6%	3,841	3,211	19.6%
Unreported Accidents	0	1	-100.0%	0	1	-100.0%
Damage to Buses/Equip.						
Caused by CyRide	\$4,395	\$7,933	-44.6%	\$4,395	\$7,933	-44.6%
Caused by Others	\$327	\$261	25.1%	\$327	\$261	25.1%
Caused by Unreported	\$0	\$172	-100.0%	\$0	\$172	-100.0%
Claims by Others (#)	?	2	-100.0%	0	2	-100.0%
Claims by Others (\$)	?	\$9,675	-100.0%	\$0	\$9,675	-100.0%
Personal Injury Claims	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Operations Expense	\$943,065	\$884,543	6.6%	\$943,065	\$884,543	6.6%
<b>SYSTEM TOTAL</b>						
Passengers	1,215,994	1,224,020	-0.7%	1,215,994	1,224,020	-0.7%
Revenue Miles	286,651	286,214	0.2%	286,651	286,214	0.2%
Revenue Hours	26,964	26,843	0.5%	26,964	26,843	0.5%
Revenue Miles per Hour	10.6	10.7	-0.3%	10.6	10.7	-0.3%
Pass./Rev. Mile	4.2	4.3	-0.8%	4.2	4.3	-0.8%
Pass./Rev. Hour	45.1	45.6	-1.1%	45.1	45.6	-1.1%
Operations Expense	\$943,065	\$884,543	6.6%	\$943,065	\$884,543	6.6%
Maintenance Expense	<u>\$382,919</u>	<u>\$406,110</u>	<u>-5.7%</u>	<u>\$382,919</u>	<u>\$406,110</u>	<u>-5.7%</u>
Total Expenses	<u>\$1,325,984</u>	<u>\$1,290,653</u>	<u>2.7%</u>	<u>\$1,325,984</u>	<u>\$1,290,653</u>	<u>2.7%</u>
Farebox Revenue	\$100,711	\$96,472	4.4%	\$100,711	\$96,472	4.4%
Rev./Exp. Ratio	7.6%	7.5%	1.6%	7.6%	7.5%	1.6%
Oper. Exp./Passenger	\$1.09	\$1.05	3.4%	\$1.09	\$1.05	3.4%
Oper. Exp./Rev. Mile	\$4.63	\$4.51	2.6%	\$4.63	\$4.51	2.6%
Oper. Exp./Rev. Hour	\$49.18	\$48.08	2.3%	\$49.18	\$48.08	2.3%

# CYRIDE QUARTERLY OPERATIONS REPORT

July 1, 2012 to September 30, 2012 (1st Quarter)

	FY 2013 1st Qtr	FY 2012 1st Qtr	% CHANGE	FY 2013 Total	FY 2012 Total	% CHANGE
<b>FIXED ROUTE</b>						
Fixed Route Passengers	1,195,318	1,198,095	-0.2%	1,195,318	1,198,095	-0.2%
Shuttle Passengers	2,622	2,862	-8.4%	2,622	2,862	-8.4%
Total Passengers	<u>1,197,940</u>	<u>1,200,957</u>	<u>-0.3%</u>	<u>1,197,940</u>	<u>1,200,957</u>	<u>-0.3%</u>
Transfers	14,087	17,026	-17.3%	14,087	17,026	-17.3%
Revenue Miles	272,664	272,051	0.2%	272,664	272,051	0.2%
Revenue Hours	25,918	25,803	0.4%	25,918	25,803	0.4%
Revenue Miles per Hour	10.5	10.5	-0.2%	10.5	10.5	-0.2%
Pass./Rev. Mile	4.4	4.4	-0.5%	4.4	4.4	-0.5%
Pass./Rev. Hour	46.2	46.5	-0.7%	46.2	46.5	-0.7%
Operations Expense	\$897,416	\$835,335	7.4%	\$897,416	\$835,335	7.4%
Maintenance Expense	<u>\$372,595</u>	<u>\$394,973</u>	<u>-5.7%</u>	<u>\$372,595</u>	<u>\$394,973</u>	<u>-5.7%</u>
Total Expenses	<u>\$1,270,012</u>	<u>\$1,230,307</u>	<u>3.2%</u>	<u>\$1,270,012</u>	<u>\$1,230,307</u>	<u>3.2%</u>
Farebox Revenue	\$99,693	\$94,335	5.7%	\$99,693	\$94,335	5.7%
Rev./Exp. Ratio	7.8%	7.7%	2.4%	7.8%	7.7%	2.4%
Exp./Passenger	\$1.06	\$1.02	3.5%	\$1.06	\$1.02	3.5%
Exp./Rev. Mile	\$4.66	\$4.52	3.0%	\$4.66	\$4.52	3.0%
Exp./Rev. Hour	\$49.00	\$47.68	2.8%	\$49.00	\$47.68	2.8%
<b>DIAL-A-RIDE</b>						
Passengers	2,275	2,359	-3.6%	2,275	2,359	-3.6%
Revenue Miles	8,216	7,938	3.5%	8,216	7,938	3.5%
Revenue Hours	652	622	4.8%	652	622	4.8%
Revenue Miles per Hour	12.6	12.8	-1.3%	12.6	12.8	-1.3%
Pass./Rev. Mile	0.3	0.3	-6.8%	0.3	0.3	-6.8%
Pass./Rev. Hour	3.5	3.8	-8.0%	3.5	3.8	-8.0%
Operations Expense	\$34,169	\$37,362	-8.5%	\$34,169	\$37,362	-8.5%
Maintenance Expense	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Total Expenses	<u>\$34,169</u>	<u>\$37,362</u>	<u>-8.5%</u>	<u>\$34,169</u>	<u>\$37,362</u>	<u>-8.5%</u>
Farebox Revenue	\$1,018	\$2,137	-52.4%	\$1,018	\$2,137	-52.4%
Rev./Exp. Ratio	3.0%	5.7%	-47.9%	3.0%	5.7%	-47.9%
Exp./Passenger	\$15.02	\$15.84	-5.2%	\$15.02	\$15.84	-5.2%
Exp./Rev. Mile	\$4.16	\$4.71	-11.6%	\$4.16	\$4.71	-11.6%
Exp./Rev. Hour	\$52.40	\$60.07	-12.8%	\$52.40	\$60.07	-12.8%
<b>MOONLIGHT EXPRESS</b>						
Passengers	15,779	20,704	-23.8%	15,779	20,704	-23.8%
Revenue Miles	5,771	6,225	-7.3%	5,771	6,225	-7.3%
Revenue Hours	394	418	-5.8%	394	418	-5.8%
Revenue Miles per Hour	14.6	14.9	-1.6%	14.6	14.9	-1.6%
Pass./Rev. Mile	2.7	3.3	-17.8%	2.7	3.3	-17.8%
Pass./Rev. Hour	40.0	49.5	-19.1%	40.0	49.5	-19.1%
Operations Expense	\$11,480	\$11,847	-3.1%	\$11,480	\$11,847	-3.1%
Maintenance Expense	<u>\$10,324</u>	<u>\$11,137</u>	<u>-7.3%</u>	<u>\$10,324</u>	<u>\$11,137</u>	<u>-7.3%</u>
Total Expenses	<u>\$21,804</u>	<u>\$22,984</u>	<u>-5.1%</u>	<u>\$21,804</u>	<u>\$22,984</u>	<u>-5.1%</u>
Exp./Passenger	\$1.38	\$1.11	24.5%	\$1.38	\$1.11	24.5%
Exp./Rev. Mile	\$3.78	\$3.69	2.3%	\$3.78	\$3.69	2.3%
Exp./Rev. Hour	\$55.30	\$54.93	0.7%	\$55.30	\$54.93	0.7%

# CYRIDE QUARTERLY OPERATIONS REPORT

July 1, 2012 to September 30, 2012 (1st Quarter)

	FY 2013 1st Qtr	FY 2012 1st Qtr	% CHANGE	FY 2013 Total	FY 2012 Total	% CHANGE
<b>OPERATIONS REVENUE</b>						
Farebox	\$100,711	\$96,472	4.4%	\$100,711	\$96,472	4.4%
Transit Contracts	\$0	\$264	-100.0%	\$0	\$264	-100.0%
I.S.U.	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
G.S.B	\$98,369	\$1,508,609	-93.5%	\$98,369	\$1,508,609	-93.5%
City of Ames	\$73,161	\$8,735	737.6%	\$73,161	\$8,735	737.6%
IDOT - STA	\$162,021	\$150,288	7.8%	\$162,021	\$150,288	7.8%
Section 5307	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Other Grants	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Other	\$5,728	\$14,501	-60.5%	\$5,728	\$14,501	-60.5%
Total Operating Revenue	<u>\$439,990</u>	<u>\$1,778,867</u>	<u>-75.3%</u>	<u>\$439,990</u>	<u>\$1,778,867</u>	<u>-75.3%</u>
<b>TOTAL EXPENSES</b>						
Administration	\$250,052	\$247,979	0.8%	\$250,052	\$247,979	0.8%
Safety & Training	\$55,797	\$57,881	-3.6%	\$55,797	\$57,881	-3.6%
Promotion	\$0	\$6,337	-100.0%	\$0	\$6,337	-100.0%
Bldg. & Grounds	\$30,764	\$45,866	-32.9%	\$30,764	\$45,866	-32.9%
Fixed Route	\$1,270,012	\$1,230,307	3.2%	\$1,270,012	\$1,230,307	3.2%
Dial-A-Ride	\$34,169	\$37,362	-8.5%	\$34,169	\$37,362	-8.5%
Moonlight Express	\$21,804	\$22,984	-5.1%	\$21,804	\$22,984	-5.1%
Operating Total	<u>\$1,662,597</u>	<u>\$1,648,716</u>	<u>0.8%</u>	<u>\$1,662,597</u>	<u>\$1,648,716</u>	<u>0.8%</u>
Farebox Revenue	\$100,711	\$96,472	4.4%	\$100,711	\$96,472	4.4%
Farebox Rev./Exp. Ratio	6.1%	5.9%	3.5%	6.1%	5.9%	3.5%
Admin. Expense/Pass.	\$0.28	\$0.29	-5.4%	\$0.28	\$0.29	-5.4%
Admin. Exp./Rev. Mile	\$1.17	\$1.25	-6.1%	\$1.17	\$1.25	-6.1%
Admin. Exp./Rev. Hour	\$12.48	\$13.34	-6.4%	\$12.48	\$13.34	-6.4%
Total Expense/Passenger	\$1.37	\$1.35	1.5%	\$1.37	\$1.35	1.5%
Total Expense/Rev. Mile	\$5.80	\$5.76	0.7%	\$5.80	\$5.76	0.7%
Total Expense/Rev. Hour	\$61.66	\$61.42	0.4%	\$61.66	\$61.42	0.4%

# Transit Director's Report

## November 2012

### 1. Impact of Hybrid Buses

CyRide's Maintenance Department has been monitoring fuel usage on the 15 buses purchased and delivered in 2011, of which 12 were hybrid buses. CyRide saved \$32,251.08 during the 2011-2012 budget year and anticipates saving \$36,858.37 in the current budget year as a result of the hybrid feature. The hybrid buses are averaging a 13% improvement in miles per gallon over their diesel counterparts.

	Hybrid Buses	Diesel Buses
Miles Per Gallon	4.72	4.16

### 2. Intermodal Facility Management Office and Grant Dollars Remaining

CyRide has been working with Iowa State University's Parking Division and the City of Ames Safe Neighborhoods Team to share use of the Intermodal Facility's management office. A furniture design, that will accommodate this shared use, has been designed and will be installed just prior to the Thanksgiving holiday.

CyRide is monitoring the grant budget for the Intermodal project with a goal of expending all of the grant funds by September 2013. The attached budget provides an update on the remaining funds (including the anticipated sales tax refund) and potential projects to utilize these funds. Remaining funds are estimated at \$222,000.

### 3. New Bus Shelter

The first of CyRide's newly-designed bus shelters has been delivered and was installed at Dickensen and Mortensen over the past several weeks. A sign will be placed in this shelter directing its patrons to an on-line CyRide survey that will provide customer feedback on how the new design is working for those using the shelter.

### 4. Property Insurance Meeting Postponed

At the September Transit Board meeting, staff prepared information regarding the changes in CyRide's property insurance effective July 1, 2012. At that time, the Transit Board directed staff to determine if additional insurance could be purchased to more fully cover any loss that might occur with its older buses. A meeting was scheduled with the new insurance carrier in mid-October; however, the carrier was unable to attend this meeting. The City's Risk Manager will notify CyRide when this meeting is rescheduled.

## **5. 2012-2013 Ridership Update**

During the first two months of the fall semester, CyRide experienced lighter ridership numbers. Specifically, August 1 through September 30, 2012 saw ridership dip slightly by 0.4%. Staff attributes this reduction to several factors: the Iowa State-Iowa game was not in Ames and typically generates high ridership, CyRide did not operate service on Labor Day this year and the mild weather allowed more people to walk/bike to class. Final October ridership numbers are not complete yet, but totals-to-date indicate that this trend has reversed in October with significantly higher ridership in October 2012. Staff will prepare a detailed report for the December board meeting to provide an updated perspective on ridership levels.

## **6. Floodgate Investigation**

At the October board meeting, board members questioned how the proposed floodgates around the CyRide facility operated and if they could be tested/manually deployed if they did not automatically raise. Since that meeting, URS has contacted the manufacturer and requested this information. Two attachments provide their responses in a question and answer format as well as pictures that show the raising of the gates and lift equipment modifications that assist to manually complete this function. With this additional information, CyRide staff is comfortable that this floodgate option is the best application for the facility.

# Intermodal Facility Remaining Dollars

10-26-12

Budget	Amount
As of 8/21/2012 Pay Application (#18)	\$7,700,756.22
Less Sales Tax of \$225,000	\$7,475,756.22
Change Orders Approved but Not Paid (#39, 40, 48, 55, 56, 58, 59, 60, 61, 62, 63, 64, 65)	\$14,228.96
Pending Change Orders	\$45,920.25
<b>Total Construction Cost</b>	<b>\$7,535,905.43</b>
<b>Architects Fee</b>	<b>\$976,540.00</b>
<b>ISU Fee</b>	<b>\$345,210.00</b>
<b>Furniture/Ribbon-Cutting Event</b>	<b>\$39,120.65</b>
<b>Independent Testing - TEAM</b>	<b>\$81,157.17</b>
<b>TOTAL EXPENSES</b>	<b>\$8,977,933.25</b>
<b>TOTAL REVENUE</b>	<b>\$9,200,500.00</b>
<b>Dollars Remaining</b>	<b>\$222,566.75</b>

### Pending:

Intermodal Metering Breakout (PCDR #55)	\$30,000.00
Signage Modification (CR#69)	\$766.61
Underground Conduit to Apartments (CR #48)	\$1,285.00
Parking Equipment (CR #43)	\$33,408.67
Lighting Modification (CR #64)	\$7,405.68
Sheldon Entrance Monument Sign (CR #59)	\$16,072.29
Add'l Compensation @ Retaining Wall (CR #68)	\$13,482.00
Sheet Metal Trim in Elevator Shaft (CR #61)	\$1,500.00
Trail Crossing W. Side of State Street (PCDR #74)	\$2,000.00
Removal of Retaining Wall at Trail (PCDR #73)	-\$60,000.00
<b>TOTAL</b>	<b>\$45,920.25</b>

### Projects For Remaining Dollars:

Arboretum Trail Contingency	\$5,000.00
CyRide Project Management Costs (Est.)	\$60,000.00
Artwork (Est.)	\$25,000.00
ISU Modifications (Est.)	\$100,000.00
Building Equipment ( Snow Blower, Leaf Blower, etc.) (Est.)	\$5,000.00
Green Screen (Est.)	\$25,000.00
<b>TOTAL</b>	<b>\$220,000.00</b>



# Floodgate From Houston Medical Center



# CyRide Proposed Floodgate

## Q & A

### **If people and power are not needed, what makes the system deploy?**

The FloodBreak flood barrier is designed to automatically FLOAT up, so all that is needed is floodwaters to pool under the buoyant hinged panel and the hydrostatic pressure will deploy the gates without human intervention.

### **Why does the FloodBreak flood barrier float?**

The FloodBreak automatic floodgate is actually a buoyant panel constructed of hollow aluminum extrusions. The extrusions are designed to be structural while also providing excellent flotation. Additionally, the extrusions are chambered so that even if an area of the panel is compromised, the overall panel will still float. This is similar to the design of a ship's hull, where bulkheads protect the ship even if the hull is locally damaged.

### **Do you have any real world deployments?**

We have hundreds of installed FloodBreak floodgates protecting a wide range of facilities including hospitals, commercial buildings, subway systems, municipal properties, apartment garages and campuses. We have installations across the US and globally. Our floodgates have been tried and tested in the field for over a decade. More than a dozen customers have experienced verified deployments in real flood conditions including many that have deployed more than once.

Featured installations: Lourdes Hospital – Binghamton, NY  
Kensington Gate – Great Neck, NY  
Route 22 Honda – Hillside, NJ  
Bayshore Medical Center – Pasadena, TX  
Private Driveway – Chicago, IL  
MD Anderson Cancer Center – Houston, TX

### **Have any of the gates failed?**

Since our inception, there has never been flood damage behind a properly installed FloodBreak flood barrier.

### **Will ice stop the FloodBreak flood barrier from deploying?**

We have a number of cold weather locations already in service, and FloodBreak has performed flawlessly in the cold. Ice crusts and surface freezing will not affect the gate's ability to deploy. If water is flowing, even under the ice, the hydrostatic pressure will lift the flood barrier. Some facilities take it a step further, either with routine maintenance to remove all ice and snow on a daily basis, or even heat tape embedded in the surface of the unit. We work with each customer on an individual basis to plan for special circumstances such as these.

### **Will we have to lubricate the hinges?**

No, the hinges are designed to operate without lubrication even in harsh environments.

# DECEMBER 2012

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
				Transit Board Mtg. 5:30pm		
16	17	18	19	20	21	22
23	24	25	26	27	28	29
	Holiday	Holiday				
30	31					