

AMES TRANSIT AGENCY BOARD OF TRUSTEES

AMES, IOWA

January 17, 2013

The Ames Transit Agency Board of Trustees met January 17, 2012 at 5:30 p.m. in the CyRide Conference room. Acting Chair Trustee Madden called the meeting to order at 5:32 p.m. Trustees in attendance were Schainker, Madden, Rediske, and Wacha. Trustees Leines and Anders were absent.

APPROVAL OF MINUTES: Trustee Wacha made a motion to approve the December 10, 2012 minutes and Trustee Rediske seconded the motion. (Ayes, four. Nays, none.) Motion carried.

PUBLIC COMMENTS: Public in attendance were Chad West and Greg Fuqua with the Public Arts Commission and Ames Tribune reporter, James Heggen.

INTERMODAL REMAINING DOLLARS UPDATE: Director Kyras provided the current account of dollars left in the Intermodal Facility Grant through Pay Application 19 and before retainage. Sales tax forms were received and CyRide has estimated that 95% of the request will be reimbursed, not the full 100% refund, which is estimated to arrive within two months. Information provided at the meeting is based upon a meeting earlier in the day with ISU personnel showing expenses left in the contract. The architect provided a revised estimate for the fiber project of \$69,000 leaving a balance to completion of \$106,000.

The four remaining expenses, discussed earlier with the transit board, were: equipment to improve the facility, reimbursement of CyRide personnel time spent on project, the art piece, and possibly a modification to the bike trail.

Director Kyras shared with board members that, within the last day, she had received a request from ISU Facilities Planning and Management to modify the bike path to have the entire trail be asphalt as opposed to the gravel/asphalt combination currently. Trustee Madden did not expect the cost would be more than \$2,000 plus labor.

DISCUSSION WITH PUBLIC ART COMMISSION REPRESENTATIVES REGARDING INTERMODAL ARTWORK: Director Kyras reviewed information on the history of procuring artwork for the Intermodal site. Last spring, the Public Art Commission solicited artwork to be located at the Intermodal Facility for a three-year period. Art pieces were submitted, reviewed, and the Public Arts Commission chose three finalist pieces. After several months, the Commission was notified that top finalist had sold its piece and it was no

longer available for purchase. The two remaining pieces were determined to not be suitable for the site. Director Kyras emphasized that the Federal Transit Administration (FTA) is supportive of art in transit programs.

Director Kyras introduced and turned the meeting over to Chad West and Greg Fuqua, members of the Public Art Commission, who will provide options on how to move forward with the art piece and to receive direction from the transit board on how to proceed from this point forward. Chad West said the Public Arts Commission is a city commission responsible for various art programs and confirmed that the art piece was sold by the artist and the other pieces were not compatible. He introduced three possible options of how to move forward.

First option is to follow the same process as before where artists were requested to submit artwork to display for three years and then it could be purchased if TIGER funds were available. Artwork would not be site specific, would be temporary, and be replaced every three years in hopes that an art piece might generate interest. The commission could look for artists they know and artwork already designed. He indicated that the Ames Intermodal Facility is a potential avenue of partnership with the Campustown group.

Trustee Leines arrived at 5:41 p.m.

Option two is to select an artist of the community's choice. Mr. Fuqua indicated that: there were questions on how to fund this option, that the timeline is very short, and that the cost is high.

Option three he indicated was a viable alternative. Ames annual outdoor sculpture exhibition has hopes of expanding into other parts of the City. Under this option, the sculpture program could be extended into Campustown, which would eliminate the need to develop an artist's solicitation. He indicated that option one and three depend on City Council approval.

Director Kyras shared that September 30, 2013 would be the deadline for the grant to be closed, which requires the art piece to be obtained by the end of June so that this process can be completed.

Trustee Madden questioned where the \$15,000 price that was included in the agenda information had come from and indicated that it looked like there was \$40,000 uncommitted at that time. Further, he shared that the unpaved sections of the trail, which were estimated to be two - 8 foot by 3 foot portions, he estimated at \$2,000 plus labor.

The practical solution, he indicated, is to buy a piece of art, but fabricating something in that time line is unrealistic. He indicated that Iowa State University's artwork program looks at the approximate scale and quality of a piece. He also indicated that ISU's criteria on the average amount to spend to purchase a piece of art for a new building is half of 1% and that would be about \$30,000 - \$40,000 for the Intermodal Facility.

Trustee Schainker shared his discomfort in committing to an amount at this time while not knowing if the entire balance of \$106,000 is available. As it stands now, he indicated that was an unclear number until all expenses are finalized.

Trustee Wacha asked if the request for an artist's commissioned piece could be identified by the transit board and then fast tracked. He indicated that the pad that had been poured would accommodate a larger piece and it only makes sense to purchase something within the scope of the theme.

Mr. West inquired about who would maintain and manage the art piece. Trustee Madden responded by says that it makes sense to purchase a durable piece of art at this location, emphasizing the durability to withstand the elements and environment for a certain number of years. Mr. Fuqua indicated that the Public Art Commission had a small budget that could be used to maintain artwork. Trustee Schainker indicated that he was not sure this could be used or there would be enough funding for this project. There was discussion between the board members about whether the Intermodal operating budget could afford to absorb this cost.

Trustee Schainker and Madden said this would be a joint project between the City and the University and suggested selecting metal, which is easier to maintain.

Trustee Schainker and Trustee Madden suggested adding \$8,000 - \$15,000 for the art piece and \$2,500 for the maintenance equipment for the facility until the actual list is confirmed. Transit board members prefer the expenses be finalized, especially the dollar amount for the ISU fiber project, before the transit board could commit to a price range for the art piece. There was discussion between the Transit Board and Public Art Commission members that time is limited and that the transit board needs to provide a price range to the Public Arts Commission to get the process started shortly.

Director Kyras shared that Iowa State is preparing a Memorandum of Agreement (MOU) regarding the fiber project at the Intermodal Facility for the Transit Board to consider at the next transit board meeting.

Acting Chair Madden turned the meeting over to Vice President Leines at 6:02 p.m.

Trustee Wacha made a motion to give the Public Arts Commission authority to purchase a piece of artwork, up to \$30,000, including installation, and bring it back to the Transit Board for review before a decision is final. Trustee Madden seconded the motion.

Trustee Schainker proposed amending the motion on the floor recommending that the Transit Board ask the Public Art Commission if they could come back to the transit board in April with a couple of options in order to provide time for Director Kyras to finalize expenses and identify the remaining funds in the Intermodal Facility grant. He questioned whether this extension would give the Public Arts Commission enough time for the Transit Board to authorize the purchase, up to \$30,000, to include installation and the understanding that the art piece must fit certain criteria and with no commitment to buy the piece.

Mr. West and Mr. Fuqua shared with the board members that they thought there was a \$3,000 honorarium to assist with purchasing the art piece.

President Leines asked for the vote on the amended motion on the floor. (Ayes: Five. Nays: None.) Motion carried.

2013-2014 BUDGET APPROVAL: Director Kyras explained that information contained in the board packet regarding the 2013-2014 budget is the same as the previous transit board meeting with one addition. From the last transit board meeting, the transit board requested Director Kyras meet with the ISU Special Student Fee and Tuition Committee to introduce the budget options and gain their input as well as a third option discussed at the December board meeting. The third option was for the GSB to continue to pay 100% of the additional service, and decrease the City and ISU shares to 2.1% and GSB's to 6.7%. The consensus of the ISU committee was that they could accept either Option 1 of even shares or Option 2 shares being uneven. They understood the increase in enrollment at ISU is having a substantial impact on CyRide. The GSB Trust fund for 2014-15 would be \$882,494 and would be reduced if option 2 were chosen. The closing operating balance page is anticipated to be \$948,365 at the end of the current year, which provides an 11.2% fund balance, which is increased from previous estimations.

Options 1 and 2 reduce that closing balance to 9.4% - reducing the 11.2% to 9.4% at the end of the next budget year so the local shares do not go up to 6 or 7%. With the third option, GSB would pay for additional service for this year and next year and after that this cost would be divided between the three parties.

Trustee Madden shared that he supports Option 2 with funding shares of 2.6% for the City and ISU. He also indicated that 2013-2014 enrollment is anticipated to be higher, which will increase the GSB Trust Fund higher than predicted. Trustee Schainker

indicated that with no increase in the service level each year, it forces CyRide to go back each year to the GSB. Director Kyras shared that smaller increases can be absorbed annually, but when there are larger increases or year-after-year increases, both of which CyRide has experienced in the past five year, additional service needs to be provided immediately to address demand.

Trustee Rediske responded that ISU students would not be opposed to having more service because the service would benefit students and the students would be willing to pay for it. Trustee Rediske shared that he has talked with several groups who do not have an understanding of how the GSB Trust Fund operates.

Trustee Madden made a motion to move implementing Option 2 for FY 2014. Motion was seconded by Trustee Rediske. (Ayes: Five. Nays: None.) Motion carried.

Director Kyras briefly talked about the discussion from last year regarding creating a mechanism that would allow CyRide to reduce the amount of funding going into the GSB Trust Fund when enrollment increases, so that it could be used to provide services for the additional students. She referenced previous proposals where the amount added to the Trust Fund would be capped, with the remainder placed in CyRide's operating budget. If there continues to be considerable growth, this would save CyRide staff, students and ISU administration time in addressing the issue. Trustee Schainker clarified that this would address additional buses on current routes and not new service, which would still need to be approved by the Transit Board. Trustee Schainker stated that he believed that staff should provide the Transit Board with information on how this could be accomplished at a future meeting, outside of the budget discussions.

Trustee Madden said this is the challenge and felt there should be some type of cost sharing. Director Kyras indicated that staff would put together some options of how this could work and provide this at a future meeting.

FIVE-YEAR CAPITAL IMPROVEMENT PLAN APPROVAL: Director Kyras told the Transit Board, the capital improvement plan information is the same information presented at the December meeting with a correction to the local share, \$819,965.

Trustee Madden made a motion to approve the Five Year Capital Improvement plan as presented. Trustee Anders seconded the Motion. (Ayes: Five. Nays: None.) Motion carried.

FUTURE OF FUEL CONTRACTING: Director Kyras stated that when the fuel contracting process started, fuel prices were volatile and contracting was a way to stabilize that line item in the budget. The contract information shown gives the financial results of previous

contracts which has resulted in an overall savings of \$18,670.45. The contracts also met the goal of stabilizing CyRide's budget. With mixed results per contract, CyRide staff requests Transit Board guidance in continuing a fuel contracting program.

Director Kyras explained the procurement process for this purchase, which is different than a typical procurement due to the need to immediately award a contract at bid time. She indicated that CyRide staff works with the City of Ames Purchasing Department on this procurement. She indicated that historically the best time to lock into contracts has been February/March. Under a new contract, CyRide would lock into up to four, two-month contracts not to exceed \$618,500. Director Kyras indicated that there was a typographical error and the correct not-to-exceed total was \$619,500.

Trustee Madden made a motion to approve up to four, two-month fuel contracts at a total price not-to-exceed, \$618,500, and accept a fixed rate + mark-up/deduct for the remainder of CyRide's fuel purchases. Trustee Wacha corrected the not-to-exceed amount of \$618,500 to \$619,500 and seconded the motion. (Ayes: Five. Nays: None.) Motion carried.

DIRECTOR'S REPORT:

- Concerns regarding "dead spots" in cellular coverage for the NextBus system has not materialized. The launch date is February 1. There is one main issue with the NextBus system regarding how extra(s) buses are displayed on the system, which could be misleading to the public. NextBus hopes to have this issue resolved by the end of the week.
- All bus stop signs will not be in place at the beginning of the project, but CyRide will be able to accomplish this over the spring semester.
- CyRide staff is invited to the GSB January meeting to demonstrate NextBus.
- The federal government established new regulations effective October 2012 regarding their Disadvantaged Business Enterprise program. Agencies were given until April 1, 2013 to submit new documentation and Director Kyras was pleased to announce the program received approval in January 2013. This does require Transit Board approval, but will be provided to the Transit Board for information at the February board meeting.
- The elementary school that is to be built on Miller Avenue creates a problem with the Purple route. CyRide buses complete a U-turn in the wide intersection at Mortensen and Miller to return to campus. Director Kyras wanted to make the transit board aware of a future conflict with this operation when the new Miller Street Elementary School is completed. The City's Development Review Committee has been addressing this issue with the school district.

- The original construction schedule for the facility expansion and flood mitigation project required releasing the bid January 3, 2013 and having it due January 31, 2013. However, CyRide discovered that ISU's Frederiksen Court project also bid on January 31, 2013 and contractors had relayed concern with bidding both projects on the same day. As a result, CyRide has moved its bid opening to February 6, 2013, so that it will potentially receive more bids. The City Council is required to then take action on the bid by their February 12, 2013 meeting; however, the Transit Board will not meet until February 14, 2013. Therefore, City Council action will be contingent upon Transit Board approval two days later.

Director Kyras asked the transit board to review and confirm dates of future meetings as presented in the agenda.

Transit board meeting adjourned at 6:37 p.m.