

AMES TRANSIT AGENCY BOARD OF TRUSTEES
CYRIDE CONFERENCE ROOM

December 4, 2013

1. CALL TO ORDER: 4:00 P.M.
2. Approval of October 30, 2013 Minutes
3. Public Comments
4. Flood Insurance
5. CyRide Facility Change Order
6. Five Year Capital Improvement Plan
7. 2014-2015 Operating Budget
8. Transit Director's Report
9. Set Time and Place of Spring Semester Meetings:
 - January 22 – 4:00 pm
 - February 20 – 4:00 pm (Thursday)
 - March 26 – 4:00 pm
 - April 23 – 4:00 pm
 - May 21 – 4:00 pm
10. Adjourn

AMES TRANSIT AGENCY BOARD OF TRUSTEES

AMES, IOWA

October 30, 2013

The Ames Transit Agency Board of Trustees met on October 30, 2013 at 4:00 p.m. in the CyRide Conference room. As a quorum was not present, Director Kyras suggested that President Rediske move to the Transit Director's Report, which does not require action by the board, to move the meeting forward until a quorum could be established.

Director Kyras highlighted topics from the Transit Director's report.

Trustee Madden arrived at 4:10 p.m.

Quorum was established and the meeting was called to order at 4:15 p.m. by President Rediske. Trustees present: Goodman, Madden, Rediske and Murrell. Absent: Trustees Drenthe and Schanker.

APPROVAL OF MINUTES: President Rediske asked for any additions or correction to the September 25, 2013 transit board minutes. Hearing none, Trustee Madden made a motion to approve the September 23, 2013 minutes as presented. Trustee Goodman seconded. (Ayes: Four. Nays: None.) Motion carried.

CYRIDE FACILITY CONSTRUCTION CHANGE ORDER: Director Kyras explained that Change Order #23 was for a connection from ISU's cooling tower to CyRide's facility and totaled \$72,355.11. She further explained that it required transit board and City Council approval.

Director Kyras' change order log provides the cumulative dollar amount to-date for the project's change orders and the project's contingency budget of \$362,120. With approval of change order #23, the remaining contingency funds available are \$1,916.02. The facility expansion will be approximately \$120,000 over budget; however, she explained that CyRide has approximately \$445,000 available to address these project costs.

Trustee Madden motioned to approve Alternative #1, CyRide facility change order #23 totaling \$72,355.11 for payment to Henkel Construction. Trustee Murrell seconded the motion.

Trustee Goodman asked about the change orders following #23 as indicated on the log. Director Kyras explained the three change orders after #23 will be approved by CyRide or city staff following approval of change order# 23 by the City Council. A majority of the change orders will be completed within the next two to three weeks as a majority of the underground work will be complete and the project in general will be close to

completed. The remaining risk would be for work not yet completed on the west end of CyRide's site.

President Rediske called for the vote to approve Change Order #23 (Ayes: Four. Nays: None.) Motion carried.

FUEL CONTRACTING: Director Kyras recapped when the transit board previously had entered into fuel contracts explaining the results of the four different occasions. She stated that the purpose of entering into these contracts were two-fold - to stabilize the fuel budget line item and possibly realize a savings. She indicated that both were accomplished through the four contracts and that, in total, a financial savings of \$8,186.08 was realized. In January of 2013, the transit board approval entering into a new fuel contract, however, before the fuel was able to be bid, prices increased and, as a result, CyRide did not enter into a fuel contract as the budget would not be able to support the bid prices.

Director Kyras told new transit board members that a fuel contract guideline limit was established by CyRide staff and board members to commit to no more than 70% of its annual fuel usage - 210,000 of the approximately 320,000 gallons. The remaining 30% is purchased at a fixed priced + add/deduct on the market rate at the time bids are received.

CyRide staff and the City of Ames Purchasing Department have developed a plan that does not violate city or state purchasing requirements, but allows decisions to be made immediately when bids are received as is required by this type of contracting. This quick decision does not permit time for approval by the transit board or the City Council; therefore, a not-to-exceed amount approval allows for these immediate decisions to be made.

CyRide is requesting that the transit board enter into contracts for up to twelve, two-month periods extending through December 2016. This is a longer contracting period as CyRide usually enters into six or seven contracts, not 12. She further explained that CyRide would not request contracts for the May thru August time period each year as CyRide is unable to use the minimum quantity of fuel over summer months. She explained that under the recommended proposal, CyRide would lock in up to 504,000 gallons at no more than \$3.50 a gallon. In preparing for the bid, she indicated that in the later contracts, it was possible that CyRide could purchase fuel as low as \$2.78 a gallon, which would be a large savings for CyRide and stabilize future budgets.

CyRide staff is recommending the approval of twelve, two-month fuel contracts, but has provided another alternative for a shorter time period, in case the board is not comfortable with the lengthier contract. A Request For Proposal will be prepared for the fuel contract and will be brought back to the transit board in December or January with the results.

Trustee Murrell made a motion to approve Alternative #1, approving up to twelve, two-month fuel contracts at a total price not-to-exceed \$1,764,000 and accept fixed rate + add/deduct for the remainder of CyRide's fuel. Trustee Madden seconded the motion. (Ayes: Four. Nays: None.) Motion carried.

2014-2015 OPERATING AND CAPITAL BUDGET NEEDS: Director Kyras requested transit board direction in identifying alternative budget options for consideration at the December transit board meeting. To help with that objective, Director Kyras gave a presentation providing history, statistics, highlights, and potential service increases to address ISU's record enrollment as follows.

- History shows the previous record ridership at 4.7 million in 2003-2004, then in 2008-2009 another record ridership was achieved and each year thereafter CyRide has achieved a new record high. She indicated that the 2014-2015 ridership is estimated to be 6.6 million. Over a ten-year period, CyRide will provide an additional 2,426,792 annual rides, which has required adding 34 buses to the fleet.
- ISU enrollment has grown 30.5% since 2006-2007; however, CyRide ridership has grown 50.1% in the same time period. She indicated that 91% of CyRide's rides are generated by students and that for each student enrolled at ISU, 170 rides are generated. Enrollment projections indicate an additional 1,141 more students next year, then slowly decreasing to 150 additional students each year over a ten-year period.
- CyRide's total operating budget is approximately \$8.7 million with local revenue shares as follows: ISU Administration 10.6%, \$658,561; ISU Parking Division (Orange route) 5%, \$300,650; 4.90%, City, 24%, \$1,510,691; and GSB, 60.1%, \$3,726,491.
- Student fee are currently \$62.61, which has not changed over the last four years. Conversations with the Student Fee Committee last summer centered around increasing this fee to \$71.24 by the 2017-2018 budget year. The GSB Trust Fund will grow to \$1,683,040 by 2017-2018. The Fee Committee's goal is a \$500,000 balance; which will allow \$300,000 more in services each year over the next four years.
- CyRide has experienced transitional phases: rural to urban from 1982-2003 at the 1 to 3 million ride level, transit intensive from 2003 – 2013 with 3 – 5.5 million rides, and transit culture from 2013 + with ridership between 6.5 – 7.5 million rides. Additionally, CyRide's bus fleet will be between 90 – 100 vehicles, will have employment of 175 – 200 people and will require a budget of \$10 – 12 million.
- Comments received regarding service level needs were: buses too full, passed up by buses, trip is longer, need more buses at certain times of the day, specific requests for service.

In response to current and anticipated ridership, CyRide staff developed five potential service proposals. Without services #1-#4 below, CyRide will not be able to maintain its current quality of service.

- #1 - Current service level plus 10 more hours/weekday to carry the additional 1,141 students predicted - \$81,012.
- #2 – Blue route – Sundays (Wal-Mart) Option #1 plus adding one additional bus on the Blue route between 11:00 a.m. and 5:00 p.m. from Friley to South Duff, operating every 20 minutes. Currently buses are consistently exceeding 60 riders per bus, creating overcrowding and on-time issues -\$9,834.
- #3 – Brown/Green route – Weekdays – Option #2 plus one additional bus would be added on Green and two on Brown between 11:30 a.m. and 6:00 p.m. Brown route ridership has increased 45% in 3 years due to Wallace/Wilson occupancy and new apartments north of Bloomington Rd., creating overcrowding and on-time performance issues. The green route is experiencing similar issues. This would provide connectivity for Brown route transfers - \$188,472.
- # 4 – Option #3 plus increasing the frequency of weekday service and adding evening service for Gray route from campus to S. Duff – school year only. CyRide receives the most service requests for this area and with the addition of 720 beds at the Copper Beach development for Fall 2014, need additional service of one bus between 7:00 a.m. to 9:00 p.m. each weekday, improving service frequency to 40 minute service weekdays, 60 minute evenings - \$113,253.
- #5 –Option #4 plus a new State Street route (school year only). The Red route operates from West Ames and has experienced a 54% increase in the last six years with as many as seven extra buses on one trip. With future development on Maricopa and State Street, ridership for the Red route could be divided between two routes with current Red route operating every 7 – 40 minutes and the new State Street route every 30 minutes - \$162,400.

Other service level needs requested by customers include: DMACC evening service, Brown route evening service – Wessex Apts., Cardinal Route for summer, Cardinal route for Friday evenings, Pink route midday service to Barilla, and Purple route, midday service.

With increased enrollment/ridership, maintenance and operational staff have been stretched to maintain buses and train drivers. Both the mechanics and daily bus servicers (lane workers) are maintaining two to three times as many buses as is the industry standard. Additionally, a full-time trainer is needed in the summer months to hire and train more drivers for the fall semester. The total cost of adding 2 full-time mechanics, 2 part-time lane workers and a summer Trainer is \$124,757.

CyRide will also have capital needs. Director Kyras explained that the 2014-2015 capital needs included:

- Local match to fund the last three new buses in a grant
- Purchase five used buses
- Replace one support vehicle

- \$170,000 to modernize the building - rook and concrete
- Local match to further expand the bus storage area
- Replace computers
- Purchase smaller shop equipment,
- Improve bus stops - concrete, shelters

The total cost of these improvements is \$793,770 in local funding.

Director Kyras and CyRide staff met earlier in the week with Trustees Madden and Murrell as well as GSB and GPSS representatives. This group indicated that they recognize the impact that enrollment has had on CyRide, that they support existing levels of service and that they support funding Budget Option 3 and willingness to discuss funding options.

Director Kyras asked if the transit board members supported including additional services to meet the anticipated enrollment in CyRide's baseline service for next year. The consensus of board members present is that they supported this included in the baseline option (#1).

She asked which budget option #1 - #4 they would like for staff to develop further and requested direction on how to divide the cost between the three local funding partners. She provided three funding options as described in the board packet.

Director Kyras indicated that both staff, and those present at the GSB/GPSS meeting, believe that Option #4, which includes the new State Street route, was a lower priority than the services included in the other three options as the middle school development was delayed.

Trustee Goodman indicated that the Sunday Blue route service was a lower cost option with strong justification. Director Kyras also shared with board members that fuel prices were lower and would help keep expenses lower in the budget.

Trustee Goodman asked how the original percentage funding shares began. Director Kyras indicated that the original percentage split between the three parties had been negotiated. Tom Davenport, CyRide's Transit Coordinator indicated that the shares were originally developed the 1980's and then modified when the students began the fare free program in 2002.

There was additional conversation on expanding the facility and whether this should occur at CyRide's current site or a second location. Trustee Madden shared that Iowa State had purchased land on State Street south of Hwy 30 where CyRide had previously considered for a second site and that a storage building for CyRide on this site could be considered by ISU and CyRide.

Trustee Goodman discussed decreasing student demand on CyRide. Director Kyras indicated that decreasing transit demand would impact the street system and parking in the community

as students would choose other motorized means to get to and from campus. She indicated that it was not a matter of decreasing demand, but determining what mode of transportation the trips should use. Trustee Madden discussed other possible methods to even out the demand as opposed to the "peaking" demand currently occurring. Other methods discussed included staggering class times, Saturday and more evening classes, eliminating stops.

Trustee Goodman supported trying to find ways to reduce the number of times student travel to/from campus, including the introduction of a 10 cent fare in addition to student fees paid for CyRide service. He raised a concern about negotiating funding increases each year and suggested having a cost model that addressed how the three partners shared costs.

Trustee Madden shared with the other board members that originally the university funded bus service for Vet Med. He indicated that the students funded Moonlight Express. He also shared a concern regarding bus congestion on Osborne Drive. Trustee Madden mentioned students drive from the Grove Apartment complex to park and ride free.

Transit board members agreed to have staff further develop Options #1 - #3 with students paying 100% for the service changes and sharing the costs for staffing and capital modifications.

Trustee Rediske mentioned that students that live off-campus also pay property taxes and would be interested in determining how much this contributes to property taxes for the city. He also mentioned that students do not want to pay for all of CyRide's costs as the community will benefit from increased services as well.

DATE OF NEXT MEETING: Wednesday, December 4 at 4:00 p.m.

Tom Davenport, Transit Coordinator, will prepare budget schedules and Director Kyras will mail those to transit board members to review before the transit board meeting.

Meeting adjourned at 5:25 p.m.

Daniel Rediske, President

Joanne Van Dyke, Recording Secretary

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees

FROM: Sheri Kyras

DATE: December 4, 2013

SUBJECT: Flood Insurance

Background: Approximately three-quarters of CyRide's facility lie within the 100-year floodplain of the Squaw Creek. As a result, CyRide's facility received approximately one-foot of water in the 2010 Ames flood sustaining an \$819,507 loss as a result of damage on the first level of CyRide's facility. CyRide had a \$25,000 flood insurance deductible at that time, leaving a claim of \$794,507. As a result of this claim, the 2011-2012 insurance renewal increased the deductible to \$500,000 with a large premium increase.

Since that time, the City of Ames has changed insurance carriers and holds the following flood insurance with three carriers:

- \$6.5 million total with a \$500,000 deductible, divided between three layers:
 - \$500,000 - This is the deductible with Chubb Group, but is covered through the National Flood Insurance Program (NFIP). As a result, CyRide has first dollar coverage (CyRide expense of \$2,000) – NFIP
 - \$1 million flood coverage, above the deductible, included with the basic property insurance (CyRide expense of \$19,676 for flood, fire or other type of loss, part of lump sum for property insurance) – Chubb Group
 - \$5 million excess flood coverage (CyRide expense of \$20,050) – RSUI

The total cost of property insurance for CyRide is \$41,726, which includes flood and other types of property losses.

As of December 15, 2013, the facility construction project will complete construction of the flood walls/gates/valves that surround and are beneath the facility, in theory barricading any flood waters from entering the property. The wall/gate/valve system is intended to hold back flood water at the 100-year level plus three feet, which is equivalent to a 903.2 elevation level.

Information: With completion of the flood barrier system, the City of Ames Risk Manager has asked if CyRide would like to not renew its excess flood insurance (\$5 million coverage) for the 2014-2015 budget year in light of the protection system that will be in place at the beginning of

this fiscal year. This would provide a \$20,050 saving to the 2014-2015 budget expenses, reducing the premium from the current \$41,726 to \$21,676. With this reduction, CyRide would be insured from the first dollar up to a \$1.5 million loss.

The City of Ames Risk Manager, David Eaton, will be available at the meeting to answer questions.

ALTERNATIVES:

1. Do not approve eliminating the property flood insurance at this time and revisit the insurance coverage in one year.
2. Approve the elimination of property flood insurance at CyRide's facility.
3. Do not approve eliminating CyRide's property flood insurance.

RECOMMENDATION:

The Transit Director recommends Alternative #1 due to its limited knowledge of the new gate/valve system and general lack of experience with the entire flood protection system. Given another year of experience, it may be possible to consider elimination of the flood insurance coverage at that time.

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees

FROM: Sheri Kyras

DATE: December 4, 2013

SUBJECT: CyRide Facility Change Order

BACKGROUND: CyRide’s facility construction project began in March 2013 to include bus storage expansion, flood wall/gate, and storage building duct work to raise the ceiling height. Henkel Construction Company was awarded a contract for this work at a total price of \$4,489,000, approximately \$600,000 less than the final pre-bid estimate, and available funds. An eight percent construction contingency, totaling \$362,120, was included in the total project budget.

The project is currently scheduled for substantial completion May 30, 2014; however, the contractor has indicated that the project could be completed next spring.

INFORMATION: The facility project has been plagued with numerous challenges including extremely wet weather conditions at a critical time in the project for concrete work as well as significant unforeseen underground challenges with storm sewer, water pipe and electrical connections (see attached “Change Order Log” for approved and pending change orders). To date, there have been thirty change orders approved totaling \$397,549.78. The thirty-first change order is for a specialized valve to be used on the west side of the site to prevent storm water from entering the building in a flood situation. Due to the limited site configuration, the specified product could not be used without undermining ISU’s Cooling Tower. This change order is a \$42,412.24 addition that will require Transit Board and City Council approval.

The project’s contingency budget is \$362,120. With approval of Change Order #31, the project will exceed this contingency amount by \$77,842.02. The original construction contract cost is for \$4,489,000 but will increase to \$4,928,962.08 through Change Order #31.

Several additional change orders have been identified to-date for this project (#32 – #35 on attached Change Order Log); therefore, it is anticipated that the project will be approximately \$120,000 over budget. CyRide currently has the following resources to address the need for additional construction dollars.

Funds Available

Funds	Dollars
Federal Funds (#IA-04-0111) Available as of 1/31/13	\$3,021,136
Federal Funds (Iowa DOT Grant)	\$363,800
State Funds (PTIG Expansion)	\$800,000
State Funds (PTIG Ceiling)	\$600,000
Local (20% of remaining)	\$1,196,234
Total Available	\$5,981,170

Funds Remaining

Category	Dollars	Balance
Funds Available		\$5,981,170
Expenses		
Henkel Contract	\$4,489,000	
Contingency	\$362,120	
Change Orders Above Contingency	\$120,000	
Architectural Fees Remaining as of 1/31/13 with Amendments	\$495,994	
Construction Testing (concrete strength, soils compaction, etc.)	\$45,843	
Misc - Bid Drawings, Surveys/Soil Borings, etc.	\$22,489	
Total Expenses		\$5,535,446
Remaining Balance		\$445,724

ALTERNATIVES:

1. Approve CyRide Facility change order #31 totaling \$42,412.24, for payment to Henkel Construction.
2. Do not approve change order #31.

RECOMMENDATION:

The Transit Director recommends approval of alternative #1 to approve change order #31. Without this change, CyRide's Facility construction project cannot be completed, eliminating its ability to heat the expansion addition. Completion of this project will allow eleven more buses to be housed indoors.



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Document G701[™] – 2001

Change Order

PROJECT <i>(Name and address):</i> CyRide Bus Facility Expansion, Ames, IA	CHANGE ORDER NUMBER: 031 DATE: November 22, 2013	OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR <i>(Name and address):</i> Henkel Construction Company 208 East State Street Mason City, Iowa 50401	ARCHITECT'S PROJECT NUMBER: 14577878 CONTRACT DATE: March 11, 2013 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

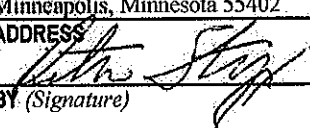
(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)
Revise installation of OCS-01 at the West side of the site to use a direct buried gate valve in lieu of the concrete outlet control structure per RFI 44 including the schematic section, product data and typical details per sheet C7.01. Also provide grating/screening inside existing manhole to the West of OCS-01. This change is per CCD25 dated 09/23/2013, and Henkel COR#27 dated 11/20/2013.

The original Contract Sum was	\$ 4,489,000.00
The net change by previously authorized Change Orders	\$ 397,549.84
The Contract Sum prior to this Change Order was	\$ 4,886,549.84
The Contract Sum will be increased by this Change Order in the amount of	\$ 42,412.24
The new Contract Sum including this Change Order will be	\$ 4,928,962.08

The Contract Time will be unchanged by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is June 1, 2014

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>URS Corporation</u> ARCHITECT <i>(Firm name)</i>	<u>Henkel Construction Company</u> CONTRACTOR <i>(Firm name)</i>	<u>Ames Transit Agency</u> OWNER <i>(Firm name)</i>
<u>100 South Fifth Street, Suite 1500, Minneapolis, Minnesota 55402</u> ADDRESS	<u>208 East State Street, Mason City, Iowa 50401</u> ADDRESS	<u>1700 University Boulevard, Ames, Iowa 50010</u> ADDRESS
<u></u> BY <i>(Signature)</i>	<u>Gary J. Schmit, President</u> BY <i>(Signature)</i>	<u></u> BY <i>(Signature)</i>
<u>Peter Styx, AIA, LEED AP BD+C</u> (Typed name)	<u>Gary J. Schmit, President</u> (Typed name)	<u></u> (Typed name)
<u>11/29/2013</u> DATE	<u></u> DATE	<u></u> DATE

CyRide Facility Construction Change Order Log

CO #	Description	Cost	Cum. Cost	COA Cum.	Date	Approval By	Pay
				Cost	Approved		Ap. #
1	Soil Remediation @ Rock Fill @ Drive	\$ 93,360.60	\$ 93,360.60	\$ 93,360.50	7/9/2013	City Council	3
2	Geopier and Foundation Changes	\$ (6,370.00)	\$ 86,990.60	\$ 6,370.00	7/10/2013	Sheri Kyras	1
3	Soil Remediation @ Floodwall	\$ 16,004.02	\$ 102,994.62	\$ 22,374.02	8/1/2003	Sheri Kyras	5
4	Fuel Storage Credit	\$ (2,024.61)	\$ 100,970.01	\$ 24,398.63	8/1/2013	Sheri Kyras	5
5	Conduit/Electrical Repair @ Sewer Trenches	\$ 2,477.21	\$ 103,447.22	\$ 26,875.84	8/1/2013	Steve Schainker	5
6	Utilities at Flood Gates	\$ 19,748.86	\$ 123,196.08	\$ 46,624.70	8/15/2013	Melissa Mundt	5
7	LEED Scorecard	\$ -	\$ 123,196.08	\$ 46,624.70	8/15/2013	Melissa Mundt	6
8	Dual Dispenser Fueling	\$ 9,979.87	\$ 133,175.95	\$ 56,604.57	8/27/2013	City Council	6
9	Bus Lift Pit Extension	\$ 19,163.36	\$ 152,339.31	\$ 19,163.36	8/28/2013	Sheri Kyras	6
10	Waterline Relocation/Replacement	\$ 88,723.02	\$ 241,062.33	\$ 129,580.54	9/24/2013	City Council	6
11	Waterproofing Lift Pits	\$ 3,470.04	\$ 244,532.37	\$ 3,470.04	9/26/2013	Sheri Kyras	6
12	Revisions to South Floodwall	\$ 2,795.82	\$ 247,328.19	\$ 6,265.86	9/26/2013	Sheri Kyras	6
13	Reinforcing in Concrete	\$ 2,748.90	\$ 250,077.09	\$ 9,014.76	9/26/2013	Sheri Kyras	6
14	Power Cable at Fuel Pumps	\$ 2,142.58	\$ 252,219.67	\$ 11,157.34	9/26/2013	Sheri Kyras	6
15	Penthouse Framing Modifications	\$ 676.28	\$ 252,895.95	\$ 11,833.62	9/26/2013	Sheri Kyras	6
16	Site Lighting Removal at S. Floodwall	\$ 3,230.48	\$ 256,126.43	\$ 15,064.10	9/26/2013	Sheri Kyras	6
17	Replacement of Concrete at S. Intake	\$ 3,584.50	\$ 259,710.93	\$ 18,648.60	9/26/2013	Sheri Kyras	6
18	Curb Cut or Moving of South Flood Wall	\$ 22,208.92	\$ 281,919.85	\$ 40,857.52	9/26/2013	Melissa Mundt	6
19	FSC Lumber	\$ 1,884.30	\$ 283,804.15	\$ 42,741.82	9/26/2013	Melissa Mundt	6
20	Headers for OH Doors	\$ 4,628.16	\$ 288,432.31	\$ 47,369.98	9/30/2013	Melissa Mundt	7
21	Switch to Unpainted Ductwork	\$ (583.44)	\$ 287,848.87	\$ 47,953.42	9/30/2013	Melissa Mundt	7
22	Credit for Reloc. W. Site Light	\$ (1,647.10)	\$ 286,201.77	\$ 49,017.08	10/17/2013	Melissa Mundt	
23	Cooling Tower Chilled Water Connection	\$ 72,355.11	\$ 358,556.88	\$ 115,096.93	11/12/2013	City Council	
24	Development Review - Landscaping/Dumpster Redesign	\$ 12,163.96	\$ 370,720.84	\$ 12,163.96	11/13/2013	Sheri Kyras	
25	Alternate Fuel Charging Station	\$ 4,169.24	\$ 374,890.08	\$ 16,333.20	11/13/2013	Sheri Kyras	
26	Controls Replacement by Wash Bay	\$ 12,007.20	\$ 386,897.28	\$ 28,340.40	11/15/2013	Melissa Mundt	
27	Credit for Bus Lift Alternate Panel	\$ (1,713.29)	\$ 385,183.99	\$ 30,053.69	11/15/2013	Melissa Mundt	
28	Add WEEPS @ Precast Panels	\$ -	\$ 385,183.99	\$ 30,053.69	11/15/2013	Melissa Mundt	
29	Credit for ABBA	\$ (2,244.00)	\$ 382,939.99	\$ 32,297.69	11/15/2013	Melissa Mundt	
30	Sewer Changes at S. Floodgate	\$ 14,609.79	\$ 397,549.78	\$ 46,907.48		Melissa Mundt	
31	Changes to OCS O1 @ Cooling Towers	\$ 42,412.24	\$ 439,962.02	\$ 89,319.72		City Council	
32	CMU at Door 14/Move Light at Door 14 for Guillotine	\$ 30,393.97	\$ 470,355.99	\$ 30,393.97		Melissa Mundt	
33	Sidewalk Revisions	\$ -	\$ 470,355.99	\$ 30,393.97		Melissa Mundt	
34	Access Door at Bus Lift Alcove	\$ 5,564.08	\$ 475,920.07	\$ 35,958.05		Melissa Mundt	
35	Credit on Curtain Wall Alum. Finish					Melissa Mundt	
	Total	\$ 475,920.07					

Contingency **\$ 362,120.00**
Contingency Remaining **\$ (113,800.07)**

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees
FROM: Sheri Kyras
DATE: December 4, 2013
SUBJECT: Five Year Capital Improvement Plan

BACKGROUND: Each year, staff develops a five-year Capital Improvement Plan (CIP) to fund needed improvements in its bus fleet and support services. This plan is incorporated into the City of Ames' Capital Improvement Plan in January of each year.

INFORMATION: The projects contained in this year's Five-Year CIP represent purchases as a result of the following factors:

- Purchases approved in or anticipated in grants
- Replacement of equipment at the end of its useful life
- Purchases that are needed to ensure efficient and smooth operations

If approved, CyRide staff would begin to purchase the items contained in the first year of the plan beginning July 1, 2014. The remaining years would not be purchased until the year approaches and are subject to modifications as they are more fluid in nature due to funding increases/decreases. The following information details the CIP's first year purchases as well as purchases for four additional years.

First Year Purchases –

The purchase summary on the next page is recommended for procurement in the 2014/15 budget year to ensure smooth operation of the transit system and is included in each of the budget options presented in the 2014-2015 operating budget options included as part of the next agenda topic. A detailed explanation of each anticipated expenditure by category is detailed after the chart.

Purchase	Other Share		Local Share	Total Cost
	Federal	State/GSB	CyRide	
Vehicle Replace.				
3-40' New Buses	\$1,013,430	\$0	\$207,570	\$1,221,000
4-40' Used Buses	\$0	\$0	\$125,000	\$125,000
Admin. Veh.	\$0	\$0	\$30,000	\$30,000
SUBTOTAL	\$1,013,430	\$0	\$362,570	\$1,376,000
Building Expan. & Modern.				
HVAC Replac. (3)	\$0	\$0	\$60,000	\$60,000
Concrete Replac.	\$0	\$0	\$75,000	\$75,000
A & E Services	\$0	\$0	\$5,000	\$5,000
Bus Storage Expan.	\$0	\$800,000	\$200,000	\$1,000,000
SUBTOTAL	\$0	\$800,000	\$340,000	\$1,140,000
Shop/Office Eqpt.				
Computers (4)	\$0	\$0	\$12,000	\$12,000
Shop Equipment	\$0	\$0	\$37,000	\$37,000
SUBTOTAL	\$0	\$0	\$49,000	\$49,000
Bus Stop Improve.				
Bus Stop Improve.	\$0	\$36,800	\$9,200	\$46,000
SUBTOTAL	\$0	\$36,800	\$9,200	\$46,000
Technology				
Security Cameras	\$0	\$0	\$45,000	\$45,000
NextBus	\$0	\$96,170	\$0	\$96,170
SUBTOTAL	\$0	\$96,170	\$45,000	\$141,170
TOTAL	\$1,013,430	\$932,970	\$805,770	\$2,752,170

After purchase of these items in 2014/15, the local capital fund closing balance is estimated to be approximately \$475,000.

The following briefly discusses each of the purchases contained in next year's budget.

Purchase New 40' Buses – CyRide has six buses approved in a federal grant. These purchases were divided into the 2013/14 and 2014/15 budget years, with the remaining three buses funded in the 2014/15 budget year.

Purchase Used 40' Buses – Without the ability to fund new buses through grants, CyRide will need to purchase five used buses each year, starting with the 2014/15 budget, to have an adequate number of vehicles available for anticipated growth and efficient operation.

Administrative Vehicle – CyRide has three vehicles that are utilized in daily service to provide transportation for the drivers to use to relieve other drivers on-route at

locations around the community. One of these vehicles, the Impala, will be six to seven years old at the time of replacement and is in poor condition.

HVAC Replacement – CyRide’s bus storage area has ten HVAC units to keep the facility at a warmer temperature for the buses to start in the winter. The 2014/15 budget includes systematic replacement of these units, starting with three in this first year. These units will be 25-30 years old at replacement.

Concrete Replacement – A majority of CyRide’s failing parking lot was replaced under the 2013-2014 facility construction project. However, concrete at the east side of the facility was not included and remains in crumbling condition. CyRide will replace large sections of this concrete in the 2014/15 capital budget.

A & E Services – A proposed 2015-2016 capital project, “Pit Reconstruction” will require engineering services to identify the specific work to be completed and estimate its cost. As a result, CyRide will contract with an architectural and engineering firm to provide these services in preparation of this work. CyRide has seven oil/water pits in the original portion of the building that have deteriorated over the years.

Bus Storage Expansion – At the completion of CyRide’s 2013-2014 Facility Construction project, the new bus storage expansion building will be full, with six buses remaining parked outside. With the purchase of five additional buses this year, a total of eleven buses will be housed outside next year. With CyRide’s growing bus storage need, it will utilize the \$200,000 in local dollars to match a state or federal grant to purchase land and/or construct additional bus storage, based upon Transit Board direction.

Computers - CyRide will replace four computers during the 2014/15 budget year.

Shop Equipment – Numerous small shop equipment are scheduled for purchase in the 2014/15 Capital Plan as follows: Custom E-Motor Mount (\$1,000), Wheel-Barrel Hoist (\$1,200), 2-Stage Snow Blower (\$1,500), Storage Racks (\$10,000), Sign Post Installer/Remover (\$4,300), Eye Wash & Shower Station (\$5,000), AC Refrigerant Reclamation System (\$7,000), Railing Replacement (\$7,000).

Bus Stop Improvements – This funding would improve existing bus stop locations with concrete pads, benches, shelters and lighting to make service more convenient to its riders. CyRide’s new shelter design will be used to replace existing shelters, and some current shelters in better condition will be reused to expand CyRide’s shelter program.

Security Cameras – CyRide places interior and exterior cameras on its buses that are used to investigate customer complaints and identify operational issues. CyRide has developed a program to systematically replace these cameras on its buses. This program requires replacement of these systems on five buses per year.

NextBus – CyRide’s real-time vehicle tracking system, NextBus, was implemented in February 2013. This system requires an annual operating and warranty expenditure to keep this system operational. This is the second of a three year commitment by the Government of the Student Body to fully fund this expense.

Remaining Four Years (2015/16 – 2018/19):

Assumptions made for major purchases in future years of the Capital Improvement Plan include:

Bus Purchases – Representing approximately \$500,000 over the remaining 4-year period, this investment reflects the purchase of 20 used, large buses, maintaining a fleet between 90-100 large buses **to meet anticipated ridership growth.**

Other Vehicle Purchases – The plan assumes replacement of two administrative and two maintenance vehicles in years 2015/16 through 2018/19 for a total cost of \$159,000.

Building Expansion & Modernization – This plan assumes the following:

2015-2016 – Reconstruction of CyRide’s seven oil/water separator pits in the original section of the bus storage facility. This portion of the building is approximately 30 years old and with daily wear and tear of buses traveling through the building, these pits have deteriorated. A new system will need to be compliant with EPA/DNR requirements.

2016-2017 – Replacement of three additional HVAC units and begin CyRide’s bus storage roof replacement project. This will be a multi-year project to annually replace a section of the roof, which will be more than 30 years old at replacement and no longer under warranty.

2017-2018 - Replacement of three additional HVAC units and continue CyRide’s bus storage roof replacement project. This will be a multi-year project to annually replace a section of the roof, which will be more than 30 years old and no longer under warranty.

2018-2019 – CyRide’s current bus washer will be 16 years old and at the end of its useful life. This project would replace this major facility feature.

Shop and Office Equipment – This plan assumes \$12,000 per year to upgrade computers and \$40,000 per year in shop equipment would be needed to ensure smooth operation in the administrative and maintenance areas.

Bus Stop Improvements – CyRide continues to emphasize its bus stop improvement program and has included a \$46,000 annual commitment in the plan through 2018/19.

ALTERNATIVES:

1. Defer action on the plan until the January 2014 Transit Board meeting.
2. Approve the Five Year Capital Improvement Plan as presented.
3. Approve the Five Year Capital Improvement Plan with board modifications.
4. Do not approve the Five Year Capital Improvement Plan.

RECOMMENDATION:

The Transit Director recommends alternative #1 to defer action until January in order to give board members time to review the plan or alternative #2 to approve the plan, dependent upon Transit Board comfort of the plan.

CYRIDE CAPITAL IMPROVEMENTS PLAN SUMMARY 2015-2019

November 2013

TRANSPORTATION - TRANSIT

PROJECT/REVENUE DESCRIPTION	TOTAL	2014/15	2015/16	2016/17	2017/18	2018/19
EXPENDITURES:						
Vehicle Replacement	2,035,000	1,376,000	155,000	185,000	164,000	155,000
Building Expansion & Modernization	2,164,000	1,140,000	250,000	204,000	220,000	350,000
Shop & Office Small Capital	257,000	49,000	52,000	52,000	52,000	52,000
Bus Stop Improvements	230,000	46,000	46,000	46,000	46,000	46,000
Technology	417,340	141,170	141,170	45,000	45,000	45,000
Total Expenditures	5,103,340	2,752,170	644,170	532,000	527,000	648,000
REVENUES:						
City:						
Transit Fund	2,913,570	805,770	511,200	495,200	490,200	611,200
Other:						
FTA - 5309	1,013,430	1,013,430	0	0	0	0
Elderly/Disabled	184,000	36,800	36,800	36,800	36,800	36,800
IDOT	800,000	800,000				
GSB	192,340	96,170	96,170			
Other Subtotal	2,189,770	1,946,400	132,970	36,800	36,800	36,800
Total Revenues	5,103,340	2,752,170	644,170	532,000	527,000	648,000

VEHICLE REPLACEMENT

PROJECT STATUS: Cost Change

Scope Change

City of Ames, Iowa
Capital Improvements Plan

DESCRIPTION/JUSTIFICATION

CyRide has scheduled two to three bus replacements each year in this five-year Capital Improvements Plan. The number of vehicles is reduced from previous Capital Improvements Plans as CyRide will receive no federal capital funds for bus replacements after the 2014/15 budget year. Purchases after this date will be funded with 100% local dollars. All administrative vehicles and maintenance trucks will also be funded with 100% local dollars. These purchases are programmed as follows:

- 2014/15 – Purchase 3 new large buses (\$1,221,000); purchase 5 used buses; (\$125,000) replace administrative vehicle 905 - Impala (\$30,000)
- 2015/16 – Purchase 5 used buses (\$125,000); replace administrative vehicle 906 - Prius (\$30,000)
- 2016/17 – Purchase 5 used buses (\$125,000); replace maintenance truck 999 (\$60,000)
- 2017/18 – Purchase 5 used buses (\$125,000); replace maintenance truck 007 (\$39,000)
- 2018/19 – Purchase 5 used buses (\$125,000); replace administrative vehicle 294 – Escape (\$30,000)

COMMENTS

The 2014/15 new bus purchase is the last federal grant available for new buses. After that point, CyRide will need to budget 100% local dollars to replace vehicles. The cost of new buses is \$425,000 each; therefore, used buses from other transit systems around the nation will be purchased and refurbished at a cost of approximately \$25,000 each.

LOCATION

1700 University Boulevard – Map 5, location J-10

FISCAL YEAR PRIORITY		2	2	2	2	2
	TOTAL	2014/15	2015/16	2016/17	2017/18	2018/19
COST:						
Large Buses - 40' New	1,221,000	1,221,000	0	0	0	0
Minibuses	0	0	0	0	0	0
Used Buses	625,000	125,000	125,000	125,000	125,000	125,000
Administrative Vehicles	189,000	30,000	30,000	60,000	39,000	30,000
TOTAL	2,035,000	1,376,000	155,000	185,000	164,000	155,000
FINANCING:						
Transit Fund	1,021,570	362,570	155,000	185,000	164,000	155,000
Federal Transit Administration	1,013,430	1,013,430	0	0	0	0
TOTAL	2,035,000	1,376,000	155,000	185,000	164,000	155,000
PROGRAM - ACTIVITY:		DEPARTMENT:		ACCOUNT NO.		
Transportation – Transit		CyRide		552-1165-439		

BUILDING EXPANSION & MODERNIZATION**PROJECT STATUS:** New

Scope Change

City of Ames, Iowa
Capital Improvements Plan**DESCRIPTION/JUSTIFICATION**

In the spring of 2014, CyRide major facility construction project to flood protect the facility, expand bus storage and increase the ceiling height for all buses will be completed. Therefore, the following plan has been developed to keep the facility in a state of good repair:

2014/15 – Replace 3 of the 7 HVAC units heating the bus storage area (\$60,000); Replace portions of the exterior concrete not part of the 2013/14 facility construction project (\$75,000); Architectural/Engineering Services for Pitt Replacement (\$5,000); bus storage expansion (\$1,000,000)

2015/16 – Replace the 7 oil/water separation pits in the original section of CyRide’s facility (\$250,000)

2016/17 – Replace 3 of the 7 HVAC units heating the bus storage area (\$60,000); Replace a portion of CyRide’s bus storage roof (\$140,000)

2017/18 – Replace 4 of the 7 HVAC units heating the bus storage area (\$80,000); Replace a portion of CyRide’s bus storage roof (\$140,000)

2018/19 – Bus Washer Replacement (\$350,000)

COMMENTS

The HVAC units will be 25-30 years old at the time of replacement and at the end of their useful life; the warranty on CyRide’s current bus storage roofs expired in 1994 on the oldest section and 2010 on the newest and CyRide’s current bus washer will be 16 years old at the time of replacement.

When the new bus storage expansion is completed, eleven buses currently parked outside will be able to be housed in this new building; however 6 additional buses will remain parked outside. Additionally, CyRide is in the process of purchasing five additional buses for anticipated ridership increases in 2014/15, which will require a total of 11 buses to be housed outside in 2014/15. This project will build additional storage either at CyRide’s existing site or at a satellite location based upon Transit Board of Trustee discussions.

LOCATION

1700 University Boulevard – Map 5, location J-10

FISCAL YEAR PRIORITY		1	1	1	1	1
	TOTAL	2014/15	2015/16	2016/17	2017/18	2018/19
COST:						
Architect/Engineering	5,000	5,000	0	0	0	0
Storage Expansion	1,000,000	1,000,000				
Repairs/Modifications	1,159,000	135,000	250,000	204,000	220,000	350,000
TOTAL	2,164,000	1,140,000	250,000	204,000	220,000	350,000
FINANCING:						
Transit Fund	1,364,000	340,000	250,000	204,000	220,000	350,000
IDOT	800,000	800,000				
Federal Transit Administration	0	0	0	0	0	0
TOTAL	2,164,000	1,140,000	250,000	204,000	220,000	350,000
PROGRAM - ACTIVITY:		DEPARTMENT:	ACCOUNT NO.			
Transportation – Transit		CyRide	552-1159-439			
			552-1175-439			

CYRIDE SHOP AND OFFICE EQUIPMENT

PROJECT STATUS: Scope Change

City of Ames, Iowa
Capital Improvements Plan

DESCRIPTION/JUSTIFICATION

This project is to address replacement of shop and office equipment used for CyRide operations. Because 2015/16 – 2018/19 shop purchases in this category are smaller items where replacement need is less predictable, they have been generally described in this document. Specific shop needs will be identified annually to efficiently operate CyRide, and address OSHA, Department of Natural Resources, and other federal requirements as they are implemented at a total cost of approximately \$40,000 per year. Additionally, four to seven computers and equipment will be funded each year at an estimated cost of \$12,000 per year.

The 2014/15 shop and office equipment expenditures will fund the replacement of four computers and the following shop equipment:

- Storage Racks – (\$10,000)
- AC Refrigerant Reclamation System (\$7,000)
- Eye Wash & Shower Station (\$5,000)
- Railing Replacement (\$7,000)
- Sign Post Installer/Remover (\$4,300)
- 2-Stage Snow Blower (\$1,500)
- Wheel/Barrow Hoist (\$1,200)
- Customer E-Motor Mount (\$1,000)

COMMENTS

LOCATION

1700 University Boulevard – Map 5, location J-10

FISCAL YEAR PRIORITY		3	3	3	3	3
	TOTAL	2014/15	2015/16	2016/17	2017/18	2018/19
COST:						
Computers	60,000	12,000	12,000	12,000	12,000	12,000
Other Shop Equipment	197,000	37,000	40,000	40,000	40,000	40,000
Other Office Equipment	0	0	0	0	0	0
TOTAL	257,000	49,000	52,000	52,000	52,000	52,000
FINANCING:						
Transit Fund	257,000	49,000	52,000	52,000	52,000	52,000
FTA - Small Transit Intensive Cities	0	0	0	0	0	0
Federal Transit Administration	0	0	0	0	0	0
PROGRAM - ACTIVITY:						
Transportation – Transit						
		DEPARTMENT:		ACCOUNT NO.		
		CyRide		552-1159-439		

BUS STOP IMPROVEMENTS

PROJECT STATUS: Scope Change

Cost Change

City of Ames, Iowa
Capital Improvements Plan

DESCRIPTION/JUSTIFICATION

One of the most frequently received customer suggestions CyRide receives is regarding the condition or lack of amenities at its more than 425 bus stop locations throughout the city. Therefore, over the next five-year period (2014/15 through 2018/19), CyRide will install two new bus shelters and move one to two existing bus shelters to new locations each year; thereby increasing the total number of bus shelters for CyRide’s customers. The specific locations will be identified each year based on CyRide’s ability to complete installation at sites that year and the bus stop priority list based on a previous bus stop improvements study. Funding for these shelter replacements and new locations will be funded with 80% federal dollars administered by the State of Iowa and 20% local funding from CyRide’s budget.

COMMENTS

An earlier project developed a new prototype shelter (located at Dickinson and Mortensen) that will be implemented in new locations with this project.

FISCAL YEAR PRIORITY		4	4	4	4	4
	TOTAL	2014/15	2015/16	2016/17	2017/18	2018/19
COST:						
Pads, Benches, Shelters	230,000	46,000	46,000	46,000	46,000	46,000
TOTAL	230,000	46,000	46,000	46,000	46,000	46,000
FINANCING:						
Transit Fund	46,000	9,200	9,200	9,200	9,200	9,200
Federal 5310 Grants	184,000	36,800	36,800	36,800	36,800	36,800
TOTAL	230,000	46,000	46,000	46,000	46,000	46,000
PROGRAM - ACTIVITY:		DEPARTMENT:	ACCOUNT NO.			
Transportation – Transit		CyRide	552-1163-439			

TECHNOLOGY

PROJECT STATUS: New

City of Ames, Iowa
Capital Improvements Plan

DESCRIPTION/JUSTIFICATION

CyRide has equipped its bus fleet with two types of technology that have improved customer safety and information – bus video systems and NextBus. CyRide has developed a bus video replacement system that replaces the video system on five buses each year at an annual cost of \$45,000. These systems must be replaced periodically as the existing equipment has become obsolete and not supported by the vendor. CyRide currently has four different video systems on its bus fleet. The 2014/15 purchase will replace all buses with the oldest system; allow for the elimination of this system at CyRide. These systems are used to investigate customer complaints and identify operational issues.

The second technology project is the Next Bus real-time vehicle tracking system that was installed in February 2013. The annual capital and warranty cost is included in the Capital Improvement Plan. This system provides customers with actual arrival times for the bus as bus stop locations utilizing a Global Positioning System.

COMMENTS

LOCATION

1700 University Boulevard – Map 5, location J-10

FISCAL YEAR PRIORITY		5	5	5	5	5
	TOTAL	2014/15	2015/16	2016/17	2017/18	2018/19
COST:						
Security Cameras	225,000	45,000	45,000	45,000	45,000	45,000
NextBus		96,170	96,170			
TOTAL	417,340	141,170	141,170	45,000	45,000	45,000
FINANCING:						
Transit Fund	225,000	45,000	45,000	45,000	45,000	45,000
Federal Transit Administration	0	0	0	0	0	0
GSB	192,340	96,170	96,170	0	0	0
TOTAL	417,340	141,170	141,170	45,000	45,000	45,000
PROGRAM - ACTIVITY:						
		DEPARTMENT:		ACCOUNT NO.		

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees

FROM: Sheri Kyras

DATE: December 4, 2013

SUBJECT: 2014-2015 Operating Budget

BACKGROUND: CyRide staff annually develops preliminary budget proposals for consideration by the Transit Board of Trustees at their December meeting. These budgets reflect anticipated revenues and expenses for the next budget year beginning in July of the following year. Under the Intergovernmental Agreement between Iowa State University, the Government of the Student Body (GSB) and the City of Ames, the Transit Board of Trustees is required to approve a budget by January 21st of each year.

INFORMATION: This report will be divided into two sections as follows:

- FY2013/14 Budget Status
- FY2014/15 Budget Assumptions and Options

FY2013/14 Budget Status (as of Oct. 31, 2013)

The 2013/14 budget, year-to-date, has experienced lower expenses (-2.1%), and slightly lower revenues anticipated for the year (\$66,000). The line items contributing to these changes are described below.

Expenses

Expenses are lower, due primarily to lower-than-budgeted fuel expenses. The 2013/14 budget estimated fuel at \$3.75 per gallon, amended to \$3.50 per gallon. Fuel costs to date have averaged \$3.18 per gallon. If this trend continues for the remainder of the year, CyRide is anticipated to have more than an \$83,800 savings in this line item. A majority of the remaining fuel purchases (Jan. – Apr.) for the fiscal year will be under contracts that average \$3.08 to \$3.10 per gallon.

Parts expenditures are lower year-to-date as a result of CyRide's reduced average fleet age. It is anticipated that this line item will be at least \$12,000 lower than the adopted budget.

Fixed route wages and benefits are 2% higher due to the additional buses and drivers that have been needed to operate more service due to CyRide's ridership increase. This line item is estimated to be \$80,000 over budget; however, GSB increased CyRide's budget this same amount to address this increased service level. Therefore, there will be no impact on the budget as a result of these expenses.

All other expenses are relatively close to the 2013/14 budgeted expenses.

Revenue

On the revenue side, there are five categories that are experiencing higher/lower than anticipated revenue:

1. **State Funding** – 10.6% higher than budgeted year-to-date – additional \$24,000.
2. **Advertising Sales** – 10.5% higher than one year ago – additional \$15,000.
3. **Farebox/Pass Sales** – 6.8% lower year-to-date – decrease of \$20,700.
4. **Shuttle Revenue** – The Odyssey of the Minds event will be in Ames in May 2014. Additional revenue from these participants is anticipated to total \$68,000.
5. **Disabled Federal Funding** – Lower by \$44,000 due to lower HIRTA costs.

All other revenues are relatively close to budget expectations.

Closing Balances

CyRide has three closing balances: operating, GSB Trust Fund and capital. The following summarizes projected balances for the 2013/14 budget year.

Operating Balance - At the current time, the operating closing balance is anticipated to decrease from the adopted amount of \$1,464,544 to \$1,291,724, decreasing to a 14.9% fund balance.

Capital Balance – Currently, the capital closing balance is anticipated to decrease from the adopted balance of \$978,359 to \$483,212 due to timing of actual purchases and carryover balances.

GSB Trust Fund Balance – The 2013/14 budget is projected to end the fiscal year with a \$1,044,034 balance. This includes the NextBus vehicle tracking commitment and the student's purchase of \$80,000 more in services as a result of enrollment increases this year.

2014/15 Operating Budget Request

Budget Assumptions –

In the 2014/15 budget development, the following major assumptions were incorporated into each of the budget options discussed below.

- **Health Insurance** - The price of health insurance will increase 6% next year, increasing expenses by \$28,800.
- **Payroll Expenses** - Overall payroll expenses will increase 3.3% from the 2013/14 adopted to 2014/15 requested budget due to higher driver staffing levels to address increased ridership demands. This expense will increase by \$198,000. This represents the additional services paid for by GBS in the 2013/14 budget to address ridership increases, but now included in CyRide's 2014/15 operating budget as the baseline level of service.
- **Fuel** – Fuel is budgeted at \$3.75 per gallon, the same price per gallon as the 2013/14 adopted budget with no impact on the 2014/15 budget.
- **Federal/State Funding** – The FY2014/15 budget anticipates slightly higher federal operating funding at \$1,958,824 and no capital funding. State funding is anticipated to increase by \$50,000 from \$600,000 in the 2013/14 adopted budget to \$650,000 in the 2014/15 requested budget.
- **Funds Transferred to Capital** – The 2014/15 budget reflects a transfer of \$800,000 to the capital fund to purchase buses, shop equipment, etc. The 2013/14 transfer was also \$800,000, indicating a stable annual transfer of funds and the new reality of no federal capital funds to support bus and facility needs.
- **State Revolving Loan Repayment** – In 2010, CyRide received a state loan in the amount of \$87,500 as local match to an Intermodal Facility design grant. The terms of the loan require repayment over five years at \$17,500 per year. The 2014/15 budget year represents the fourth year of this local repayment. The repayment is equally divided between the City of Ames and Iowa State University funding partners at an annual cost of \$8,750 each.

FY2014/15 Budget Options -

Through the Board of Trustee's discussions in November, staff was directed to prepare three budget options for consideration at the December board meeting as follows:

- **Option 1 – Baseline** – Current service levels continued into the 2014/15 budget year plus \$81,012 for the ten additional hours of service/weekday – Even three-party split for current service levels, 100% GSB on additional hours of service.
- **Option 2 – Option 1 Plus Blue/Brown/Green Route and Staffing Changes** – Option 1 plus additional service on the Sunday Blue route, and weekday Brown and Green Routes as well as two additional full-time mechanics, 2 part-time lane workers and a full-time summer Trainer – Even three-party split for current service levels and staffing, 100% GSB for additional hours of service, Sunday Blue and Weekday Brown and Green changes.
- **Option 3 – Option 2 Plus Gray Route Changes** – The same level of service as proposed in Option 2 plus increasing service frequency and hours of service on the Gray Route - Even three-party split for current service levels and staffing, 100% GSB for additional hours of service, Sunday Blue and Weekday Brown, Green and Gray changes.

Each of the above options includes \$805,770 in capital funding divided between the three funding partners.

The impact each of these options has on the expenses of the funding partners is detailed below.

Budget Impact

Option	Operating Expenses	City Funding (including loan)	ISU Funding (including loan)	GSB Funding
Current (adopted) Expenses/Funding Shares	\$8,771,391	\$1,501,714	\$658,561	\$3,726,491
1 – Baseline	\$9,051,089	\$1,524,240	\$668,439	\$3,864,372
Dollar Change	\$279,698	\$22,526	\$9,878	\$137,881
Percent Change	+3.2%	+1.5%	+1.5%	+3.7%
Trust Fund Contribution				\$0
Closing Balance	12.9%			
2 – Baseline + Blue/Brown/Green and Staffing Changes	\$9,419,737	\$1,567,694	\$687,495	\$4,169,944
Dollar Change	\$648,346	\$65,980	\$28,934	\$443,453
Percent Change	+7.4%	+4.4%	+4.4%	+11.9%
Trust Fund Contribution				\$68,012
Closing Balance	10.9%			
3 – Baseline + Blue/Brown/Green/Gray and Staffing Changes	\$9,532,990	\$1,567,694	\$687,495	\$4,281,739
Dollar Change	+761,990	\$65,980	\$28,934	\$555,248
Percent Change	+8.7%	+4.4%	+4.4%	14.9%
Trust Fund Contribution				\$179,807
Closing Balance	10.8%			

In addition to the above dollars, the City and ISU shares will increase \$8,750 each for the fourth of five annual repayments of the AMOCO loan used for local share on an Intermodal Facility construction grant.

ALTERNATIVES:

1. Table action at the December meeting and take final action at the January 2014 Transit Board meeting.
2. Approve **Option #1** for a total budget of \$9,051,089.
3. Approve **Option #2** for a total budget of \$9,419,737.
4. Approve **Option #3** for a total budget of \$9,532,990.
5. Request staff to develop an alternative option as directed by the Board of Trustees and present this option at the January meeting.

RECOMMENDATION:

The Transit Director recommends alternative #1 to defer action until January 2014 or alternative #4 to approve the additional services contained in Option #3 depending upon the comfort level of board members with approval of an option at this time. Option #3 will allow CyRide's organization to successfully meet the requirements of a transit system carrying between 6.5 million annual riders.

BUDGET ANALYSIS - 2014 Amended, 2015 Request

Base line with the assumption an extra 10 hours per class day will be needed due to increased enrollment

	11-12 Actual	12-13 Actual	13-14 Adopt	13-14 Amend	14-15 Request	% Chg. Am/Ad	% Chg. Am/Act	% Chg. Req./Ad.	% Chg. Req./Am.																																				
11/26/13	12:37 PM																																												
FIXED ROUTE																																													
550-1221 Operations	\$4,097,972	\$4,476,908	\$4,640,020	\$4,657,544	\$4,797,381	0.4%	4.0%	3.4%	3.0%																																				
550-1222 Maintenance	\$1,762,603	\$2,067,061	\$2,187,445	\$2,111,350	\$2,233,965	-3.5%	2.1%	2.1%	5.8%																																				
FIXED ROUTE TOTAL	\$5,860,574	\$6,543,969	\$6,827,465	\$6,768,894	\$7,031,346	-0.9%	3.4%	3.0%	3.9%																																				
DIAL-A-RIDE																																													
550-1341 Operations	\$142,717	\$143,889	\$181,951	\$150,056	\$156,010	-17.5%	4.3%	-14.3%	4.0%																																				
550-1342 Maintenance	\$0	\$0	\$0	\$0	\$0	-17.5%	4.3%	-14.3%	4.0%																																				
DIAL-A-RIDE TOTAL	\$142,717	\$143,889	\$181,951	\$150,056	\$156,010																																								
ADMINISTRATION/SUPPORT																																													
550-1101 Administration	\$1,014,818	\$1,024,009	\$1,138,569	\$1,147,482	\$1,185,068	0.8%	12.1%	4.1%	3.3%																																				
550-1102 Safety/Training	\$212,768	\$216,990	\$229,360	\$231,030	\$237,495	0.7%	6.5%	3.5%	2.8%																																				
550-1103 Promotion	\$20,461	\$6,259	\$5,000	\$6,500	\$6,800	30.0%	3.8%	36.0%	4.6%																																				
550-1105 Bldg/Grounds	\$291,784	\$311,369	\$389,046	\$385,500	\$353,358	-0.9%	33.7%	-9.2%	-8.3%																																				
ADMIN/SUPPORT TOTAL	\$1,539,830	\$1,535,540	\$1,761,975	\$1,770,512	\$1,782,721	0.5%	15.3%	1.2%	0.7%																																				
ADDITIONAL EXPENSES																																													
FINANCE ADJUSTMENTS																																													
TOTAL OPERATING EXPENSES	\$7,570,957	\$8,098,292	\$8,771,391	\$8,680,514	\$9,051,089	-1.0%	7.2%	3.2%	4.3%																																				
TRANSFER TO GSB TRUST	\$424,305	\$140,800	\$140,800	\$150,000	\$150,000																																								
TRANSFER TO CAPITAL FUND	\$632,000	\$378,801	\$800,000	\$800,000	\$800,000																																								
TOTAL USED	\$8,627,261	\$8,617,893	\$8,912,191	\$9,630,514	\$10,001,089	8.1%	11.8%	12.2%	3.8%																																				
OPENING BALANCE	\$847,294	\$563,240	\$873,266	\$1,149,006	\$1,291,724	31.6%	46.0%	47.9%	12.4%																																				
ADDITIONAL REVENUES																																													
OPERATING REVENUE	\$8,343,207	\$8,531,195	\$9,503,469	\$9,773,233	\$9,792,526	2.8%	8.8%	3.0%	0.2%																																				
TOTAL AVAILABLE	\$9,190,501	\$9,094,435	\$10,376,735	\$10,922,238	\$11,165,263	5.3%	11.8%	7.6%	2.2%																																				
CLOSING BALANCE	\$563,240	\$786,976	\$1,464,544	\$1,291,724	\$1,164,174	-11.8%	12.4%	-20.5%	-9.9%																																				
Closing/Operating	7.4%	9.9%	16.7%	14.9%	12.9%																																								
REVENUE/EXPENSE RATIO	110.2%	107.1%	108.3%	112.6%	108.2%																																								
<table border="0"> <tr> <td></td> <td>FY2014</td> <td>FY2015</td> <td>Increase</td> </tr> <tr> <td>OPERATING FUND BALANCE</td> <td>\$1,464,544</td> <td>\$1,501,714</td> <td>\$1,524,240</td> </tr> <tr> <td>CAPITAL FUND BALANCE</td> <td>\$978,359</td> <td>\$668,361</td> <td>\$668,439</td> </tr> <tr> <td>TRUST FUND BALANCE</td> <td>\$1,065,587</td> <td>\$3,726,491</td> <td>\$3,864,372</td> </tr> <tr> <td>INTERMODAL BALANCE</td> <td>\$0</td> <td>\$0</td> <td>\$0</td> </tr> <tr> <td>TRANSIT FUND BALANCE</td> <td>\$3,508,491</td> <td>\$2,818,971</td> <td>\$2,372,714</td> </tr> <tr> <td></td> <td>City</td> <td>ISU</td> <td>GSB</td> </tr> <tr> <td></td> <td>\$1,164,174</td> <td>\$497,942</td> <td>\$710,598</td> </tr> <tr> <td></td> <td>\$1,501,714</td> <td>\$668,361</td> <td>\$3,864,372</td> </tr> </table>											FY2014	FY2015	Increase	OPERATING FUND BALANCE	\$1,464,544	\$1,501,714	\$1,524,240	CAPITAL FUND BALANCE	\$978,359	\$668,361	\$668,439	TRUST FUND BALANCE	\$1,065,587	\$3,726,491	\$3,864,372	INTERMODAL BALANCE	\$0	\$0	\$0	TRANSIT FUND BALANCE	\$3,508,491	\$2,818,971	\$2,372,714		City	ISU	GSB		\$1,164,174	\$497,942	\$710,598		\$1,501,714	\$668,361	\$3,864,372
	FY2014	FY2015	Increase																																										
OPERATING FUND BALANCE	\$1,464,544	\$1,501,714	\$1,524,240																																										
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BUDGET ANALYSIS - 2014 Amended, 2015 Request

Base line with the assumption an extra 10 hours per class day will be needed due to increased enrollment
 Sun Blue; Weekday Brown/Green; 2 Mechanics; 2 Laneworkers; Summer Trainer

11/26/13	12-37 PM	10-11	11-12	12-13	13-14	13-14	13-14	14-15	% Chg.	% Chg.	% Chg.	% Chg.
		Actual	Actual	Actual	Adopt	Amend	Request	Am/Ad	Am/Act	Req./Ad.	Req./Am.	% Chg.
FIXED ROUTE												
550-1221	Operations	\$4,097,972	\$4,245,653	\$4,476,908	\$4,640,020	\$4,657,544	\$4,797,381	0.4%	4.0%	3.4%	3.0%	
550-1222	Maintenance	\$1,762,603	\$1,863,033	\$2,067,061	\$2,187,445	\$2,111,350	\$2,233,965	-3.5%	2.1%	2.1%	5.8%	
	FIXED ROUTE TOTAL	\$5,860,574	\$6,108,686	\$6,543,969	\$6,827,465	\$6,768,894	\$7,031,346	-0.9%	3.4%	3.0%	3.9%	
DIAL-A-RIDE												
550-1341	Operations	\$142,717	\$172,077	\$143,889	\$181,951	\$150,056	\$156,010	-17.5%	4.3%	-14.3%	4.0%	
550-1342	Maintenance	\$0	\$0	\$0	\$0	\$0	\$0					
	DIAL-A-RIDE TOTAL	\$142,717	\$172,077	\$143,889	\$181,951	\$150,056	\$156,010	-17.5%	4.3%	-14.3%	4.0%	
ADMINISTRATION/SUPPORT												
550-1101	Administration	\$1,014,818	\$1,059,330	\$1,024,009	\$1,138,569	\$1,147,482	\$1,185,068	0.8%	12.1%	4.1%	3.3%	
550-1102	Safety/Training	\$212,768	\$211,616	\$216,990	\$229,360	\$231,030	\$237,495	0.7%	6.5%	3.5%	2.8%	
550-1103	Promotion	\$20,461	\$14,443	\$6,259	\$5,000	\$6,500	\$6,800	30.0%	3.8%	36.0%	4.6%	
550-1105	Bldg/Grounds	\$291,784	\$311,369	\$288,282	\$389,046	\$385,500	\$353,358	-9.9%	33.7%	-9.2%	-8.3%	
	ADMIN/SUPPORT TOTAL	\$1,539,830	\$1,596,759	\$1,535,540	\$1,761,975	\$1,770,512	\$1,782,721	0.5%	15.3%	1.2%	0.7%	
ADDITIONAL EXPENSES												
FINANCE ADJUSTMENTS												
		\$27,835	\$86,312				\$449,660					
	TOTAL OPERATING EXPENSES	\$7,570,957	\$7,963,833	\$8,223,398	\$8,771,391	\$8,689,462	\$9,419,737	-0.9%	5.7%	7.4%	8.4%	
	TRANSFER TO GSB TRUST	\$424,305	\$134,814	\$140,800	\$140,800	\$150,000	\$150,000					
	TRANSFER TO CAPITAL FUND	\$632,000	\$208,812	\$378,801	\$800,000	\$800,000	\$800,000					
	TOTAL USED	\$8,627,261	\$8,307,459	\$8,742,999	\$8,912,191	\$9,639,462	\$10,369,737	8.2%	10.3%	16.4%	7.6%	
	OPENING BALANCE	\$847,294	\$563,240	\$786,976	\$873,266	\$1,023,900	\$1,157,670	17.2%	30.1%	32.6%	13.1%	
ADDITIONAL REVENUES												
	OPERATING REVENUE	\$8,343,207	\$8,531,195	\$8,979,922	\$9,503,469	\$9,773,233	\$9,792,526	2.8%	8.8%	3.0%	0.2%	
	TOTAL AVAILABLE	\$9,190,501	\$9,094,435	\$9,766,898	\$10,376,735	\$10,797,132	\$11,399,857	4.1%	10.5%	9.9%	5.6%	
	CLOSING BALANCE	\$563,240	\$786,976	\$1,023,900	\$1,464,544	\$1,157,670	\$1,030,120	-21.0%	13.1%	-29.7%	-11.0%	
	Closing/Operating	7.4%	9.9%	12.5%	16.7%	13.3%	10.9%					
	REVENUE/EXPENSE RATIO	110.2%	107.1%	109.2%	108.3%	112.5%	104.0%					
OPERATING FUND BALANCE		\$563,240	\$786,976	\$1,023,900	\$1,464,544	\$1,157,670	\$1,030,120	City	\$1,501,714	\$1,567,694	4.4%	
CAPITAL FUND BALANCE		\$1,491,769	\$1,643,813	\$920,854	\$978,359	\$483,212	\$497,942	ISU	\$658,561	\$687,495	4.4%	
TRUST FUND BALANCE		\$1,099,162	\$1,325,474	\$1,078,094	\$1,065,587	\$1,044,034	\$404,461	GSB	\$3,726,491	\$4,169,944	11.9%	
INTERMODAL BALANCE		\$0	\$0	\$0	\$0	\$0	\$0					
TRANSIT FUND BALANCE		\$3,154,171	\$3,756,262	\$3,022,847	\$3,508,491	\$2,684,917	\$1,932,523					

GSB Fees and Trust Fund Summary

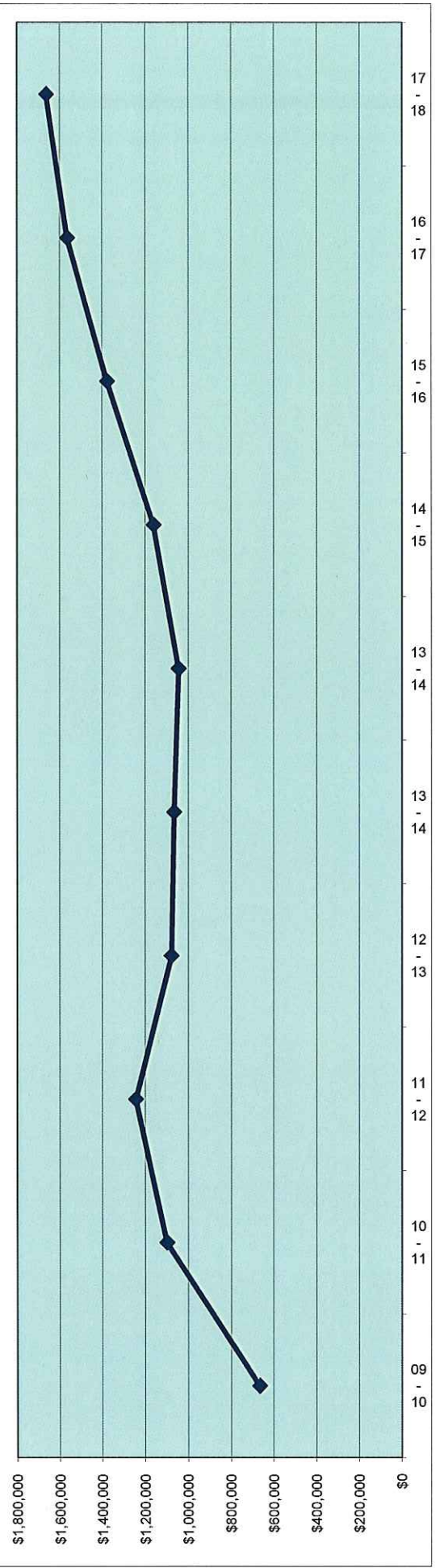
CAPITAL & OPERATIONS	5.8%	5.0%	3.8%	4.0%	4.0%	6.5%	5.0%	5.0%	5.0%	5.0%	5.0%
	Actual	Actual	Actual	Actual	Actual	Adopted	Amended	Projected	Projected	Projected	Projected
	08-09	09-10	10-11	11-12	12-13	13-14	13-14	14-15	15-16	16-17	17-18
Budgeted Revenue	\$2,760,265	\$2,898,278	\$3,008,413	\$3,204,263	\$3,499,053	\$3,726,491	\$3,726,491	\$3,912,816	\$4,108,457	\$4,313,880	\$4,529,574
Actual Revenue	\$3,023,287	\$3,290,692	\$3,432,423	\$3,339,076	\$3,639,853	\$3,799,555	\$3,879,109	\$4,101,932	\$4,322,835	\$4,499,364	\$4,625,325
Surplus/(Deficit)	\$263,022	\$392,414	\$424,010	\$134,813	\$140,800	\$73,064	\$152,617	\$189,116	\$214,378	\$185,485	\$95,752

TRUST FUND

Opening Balance	(\$182,848)	\$267,129	\$667,188	\$1,099,162	\$1,244,080	\$1,078,094	\$1,065,587	\$1,065,587	\$1,160,533	\$1,377,134	\$1,564,992
Interest	\$806	\$7,645	\$7,964	\$10,105	(\$1,064)	\$10,600	\$2,000	\$2,000	\$2,223	\$2,373	\$2,526
Payments	\$186,149										
Transfers In (Out)	\$263,022	\$392,414	\$424,010	\$134,813	\$140,800	\$73,064	\$152,617	(\$96,170)	\$214,378	\$185,485	\$95,752
Ending Balance	\$267,129	\$667,188	\$1,099,162	\$1,244,080	\$1,078,094	\$1,065,587	\$1,044,034	\$1,160,533	\$1,377,134	\$1,564,992	\$1,663,270
% of Budgeted Revenue	9.7%	23.0%	36.5%	38.8%	28.3%	27.9%	26.8%	28.9%	33.5%	36.3%	36.7%

Increase	\$3.85	\$2.41	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.50	\$2.38	\$2.38	\$2.38
Total Fees	\$60.20	\$62.61	\$62.61	\$62.61	\$62.61	\$62.61	\$62.61	\$64.11	\$66.49	\$68.86	\$71.24
Increase %	6.8%	4.0%	0.0%	0.0%	0.0%	0.0%	0.0%	2.4%	3.7%	3.6%	3.4%
Student Semester FTEs	50,221	52,559	54,822	53,331	58,135	60,686	61,957	63,983	65,020	65,341	64,930
Official Enrollment	26,856	27,945	28,685	29,887	31,040	32,400	33,241	34,328	34,873	35,122	35,222

GSB Trust Fund Balance



CYRIDE THREE PARTY REVENUE HISTORY
Budgeted Amount

YEAR	City Total	Tax Levy	Intermodal	ISU Total	ISU Basic	Intermodal	GSB Total	GSB Basic	GSB MLX	3 Parties	Parking	Shuttles	Total Local
1981-82	\$271,160	\$271,160		\$100,000	\$100,000		\$355,600	\$355,600		\$726,760			\$726,760
1982-83	\$307,412	\$307,412		\$125,000	\$125,000		\$355,600	\$355,600		\$788,012			\$788,012
1983-84	\$324,610	\$324,610		\$133,000	\$133,000		\$424,180	\$424,180		\$881,790	\$37,200		\$918,990
1984-85	\$324,610	\$324,610		\$133,000	\$133,000		\$424,180	\$424,180		\$881,790	\$38,883		\$920,673
1985-86	\$324,610	\$324,610		\$133,000	\$133,000		\$489,391	\$489,391		\$947,001	\$39,253		\$986,254
1986-87	\$357,071	\$357,071		\$146,300	\$146,300		\$538,330	\$538,330		\$1,041,701	\$41,275		\$1,082,976
1987-88	\$368,140	\$368,140		\$150,835	\$150,835		\$555,018	\$555,018		\$1,073,993	\$44,509		\$1,118,502
1988-89	\$381,246	\$381,246		\$156,252	\$156,252		\$585,028	\$585,028		\$1,122,526	\$44,706		\$1,167,232
1989-90	\$396,496	\$396,496		\$162,502	\$162,502		\$608,429	\$608,429		\$1,167,427	\$43,637		\$1,211,064
1990-91	\$401,254	\$401,254		\$170,952	\$170,952		\$619,949	\$619,949		\$1,192,155	\$45,469		\$1,237,624
1991-92	\$418,909	\$418,909		\$178,474	\$178,474		\$647,227	\$647,227		\$1,244,610	\$50,265		\$1,294,875
1992-93	\$428,963	\$428,963		\$182,757	\$182,757		\$662,760	\$662,760		\$1,274,480	\$55,555		\$1,330,035
1993-94	\$458,990	\$458,990		\$195,550	\$195,550		\$741,043	\$741,043	\$20,453	\$1,416,036	\$67,177		\$1,483,213
1994-95	\$484,185	\$484,185		\$206,286	\$206,286		\$803,378	\$803,378	\$21,578	\$1,493,849	\$88,223		\$1,582,072
1995-96	\$503,552	\$503,552		\$214,537	\$214,537		\$835,513	\$835,513	\$22,666	\$1,553,602	\$128,662	\$41,720	\$1,723,985
1996-97	\$537,700	\$537,700		\$229,100	\$229,100		\$880,920	\$880,920	\$23,920	\$1,647,720	\$151,768	\$56,000	\$1,855,488
1997-98	\$561,897	\$561,897		\$264,410	\$264,410		\$947,065	\$947,065	\$26,500	\$1,773,372	\$157,034	\$56,000	\$1,985,405
1998-99	\$616,394	\$616,394		\$279,410	\$279,410		\$1,004,202	\$1,004,202		\$1,900,006	\$161,745	\$57,680	\$2,119,431
1999-2000	\$653,378	\$653,378		\$296,175	\$296,175		\$1,064,454	\$1,064,454		\$2,014,006	\$169,126	\$67,158	\$2,250,290
2000-01	\$702,381	\$702,381		\$318,388	\$318,388		\$1,144,288	\$1,144,288		\$2,165,057	\$182,702	\$71,266	\$2,419,025
2001-02	\$755,060	\$755,060		\$342,267	\$342,267		\$1,374,531	\$1,374,531		\$2,471,857	\$198,727		\$2,670,584
2002-03	\$811,689	\$811,689		\$355,957	\$355,957		\$2,125,842	\$2,125,842		\$3,293,488	\$208,000		\$3,501,488
2003-04	\$897,728	\$897,728		\$393,689	\$393,689		\$2,427,167	\$2,427,167		\$3,718,584	\$208,000		\$3,927,284
2004-05	\$925,558	\$925,558		\$405,893	\$405,893		\$2,470,955	\$2,470,955		\$3,802,406	\$213,000		\$4,015,406
2005-06	\$1,018,113	\$1,018,113		\$446,483	\$446,483		\$2,425,000	\$2,425,000		\$3,889,596	\$219,390		\$4,108,986
2006-07	\$1,080,218	\$1,080,218		\$473,718	\$473,718		\$2,572,925	\$2,572,925		\$4,126,861	\$226,450		\$4,353,311
2007-08	\$1,143,951	\$1,143,951		\$501,667	\$501,667		\$2,608,946	\$2,608,946		\$4,254,565	\$236,640	\$60,931	\$4,491,205
2008-09	\$1,210,300	\$1,210,300		\$530,764	\$530,764		\$2,760,265	\$2,760,265		\$4,501,329	\$246,106	\$63,368	\$5,035,870
2009-10	\$1,270,815	\$1,270,815		\$557,302	\$557,302		\$2,898,278	\$2,898,278		\$4,726,396	\$253,489	\$36,100	\$5,189,809
2010-11	\$1,315,294	\$1,315,294		\$576,808	\$576,808		\$3,008,118	\$3,008,118		\$4,900,220	\$261,094	\$36,100	\$5,486,743
2011-12	\$1,367,906	\$1,367,906	\$8,750	\$608,630	\$608,630	\$8,750	\$3,204,263	\$3,204,263		\$5,172,049	\$268,927	\$36,100	\$5,927,110
2012-13	\$1,472,409	\$1,463,659	\$8,750	\$650,622	\$650,622	\$8,750	\$3,499,053	\$3,499,053		\$5,604,584	\$275,650	\$36,100	\$6,216,016
2013-14	\$1,510,464	\$1,501,714	\$8,750	\$667,311	\$667,311	\$8,750	\$3,726,491	\$3,726,491		\$5,975,068	\$281,852	\$36,100	\$6,310,519
2014-15	\$1,532,990	\$1,524,240	\$8,750	\$677,189	\$677,189	\$8,750	\$3,782,389	\$3,782,389		\$5,975,068	\$281,852	\$36,100	\$6,310,519
Total	\$25,144,203	\$25,109,203		\$10,929,228	\$10,929,228		\$52,591,232	\$52,476,115	\$115,117	\$88,629,662	\$4,891,319	\$654,623	\$94,245,604
Since '86	5.7%	5.7%		6.0%	6.0%		8.9%	7.6%			4.4%		

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	25.5%	11.2%	63.3%
2014-15	25.5%	11.2%	63.3%
Average	28.3%	12.3%	59.3%

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	2.6%	2.6%	6.5%
2014-15	1.5%	1.5%	1.5%
Average	5.6%	6.3%	8.1%

Transit Director's Report

December 2013

1. Fuel Bid Update

The Transit Board approved a not-to-exceed amount for fuel for the months of January – April and September – December of 2014, 2015, 2016. As a result, five fuel bids were received on November 20, 2013 as follows:

- **Keck Energy** – bid four, two-month contracts through December 2014
- **New Century FS** - bid four, two-month contracts through December 2014
- **Diamond Oil Company** – bid seven, two-month contracts through October 2015
- **Petroleum Traders Corp.** – Bid twelve, two-month contracts through December 2016
- **Mansfield Oil Company** - Bid twelve, two-month contracts through December 2016

After reviewing each bid, staff determined that, for fuel purchased later than December 2014, there was a chance that pricing would not be advantageous as the cost substantially increased. Therefore, the lowest bid for four, two-month contracts through December 2014 was determined to be the most beneficial for CyRide at this time. Keck Energy was low bid with the price per gallon to be paid under the contracts at:

- Jan. - Feb. 2014 - \$3.0891
- Mar. - Apr. 2014 - \$3.1036
- Sept. - Oct. 2014 - \$3.0501
- Nov. – Dec. 2014 - \$3.0345

This pricing will provide stability and budget savings for the remainder of the current budget as well as for the first half of the 2014-2015 budget year.

2. New Bus Purchase Update

CyRide received one of the last State of Good Repair discretionary grants in 2012 for up to six buses. It had planned on purchasing buses under a nationally competitive bid administered by the Duluth transit system. However, just prior to awarding a bid, the Federal Transit Administration (FTA) declared this bid to be flawed, not allowing any new procurements. CyRide then researched the industry and found that the Minnesota DOT had a bus procurement that any transit system could use to purchase buses. Shortly before awarding under this bid, the FTA also declared this bid to be flawed and barred transit systems from using it. As a result, there are no current national bids available for awarding of buses.

The Bloomington-Normal transit system will be developing a bid that CyRide can work with jointly to procure vehicles. However, to develop the bid specifications, bid the procurement and wait 12-18 months for vendor delivery of buses, it will not allow CyRide to received buses for at least another two years. As bus prices continue to increase annually, CyRide may only be able to purchase five buses by the time an award can be made.

3. Advertising Sign Concern

CyRide's transit advertising firm, Houck Advertising, signed a twelve-month contract for two exterior signs on CyRide buses with a national firm concerned with animal rights. A local pet store owner has expressed his concern regarding this advertising. The advertisement meets CyRide's advertising policy approved by the Transit Board in March 2013, including a disclaimer that CyRide does not endorse the message.

4. Facility Construction Update

CyRide's facility construction was originally scheduled to be substantially completed by May 31, 2014; however in recent meetings, the contractor had indicated that this should be able to be accomplished ahead of schedule, possibly by Thanksgiving or by December 31, 2012. Recent delays have moved the completion predictions back into the new year. It is hoped that the new bus storage expansion building can be ready for occupancy by January 10, 2014, so that these vehicles can be stored inside for the spring semester.

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
January			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20 University Holiday	21	22 Transit Board Mtg. – 4:00pm	23	24	25
26	27	28	29	30	31	
						2014