

AMES TRANSIT AGENCY BOARD OF TRUSTEES
CYRIDE CONFERENCE ROOM

December 22, 2016

1. CALL TO ORDER: 1:00 P.M.
2. Approval of November 30, 2016 Minutes
3. Public Comments
4. TAM Plan Performance Measures/Targets
5. Five Year Capital Improvement Plan
6. 2017-2018 Operating Budget
7. Set Spring Semester Meeting Times and Place:
 - January 19, 2017, 8:00 AM
 - February 28, 2017, 8:00 AM
 - March 23, 2017, 8:00 AM
 - April 27, 2017, 8:00 AM
8. Adjourn

Conference Call In Information:

Dial-In Numbers: 1-866-244-8528
Participant Passcode: 576515

The Ames Transit Agency Board of Trustees met on November 30, 2016 at 8:00 a.m. in CyRide's Conference room. President Haila called the meeting to order at 8:01 a.m. with Trustees Gartin, Madden, Schainker, Haila and Valentino present. Absent: Trustee Staudt. City of Ames staff present: City Attorney, Judy Parks.

Director Kyras indicated that a revised agenda had been distributed moving the order of the agenda items to allow for Trustee Staudt to be present for discussions on the budget, capital and fares. She indicated that he had informed CyRide staff that he would be able to arrive at approximately 9:00 am.

APPROVAL OF MINUTES: Trustee Madden made a motion to approve the October 26, 2016 and November 9, 2016 minutes as presented. Trustee Gartin seconded the motion. (Ayes: Five. Nays: None.) Motion carried.

MOTION TO HOLD CLOSED SESSION AS PROVIDED BY SECTION 21.5(1)(c) Iowa Code, to discuss matter in pending litigation: Trustee Gartin asked Judy Park, City of Ames Attorney, if the agenda item had a legal justification to continue into closed session and Judy Parks, City Attorney, responded that it did. Trustee Gartin, so moved. Trustee Madden seconded the motion. Vote on Motion: 5-0. Motion declared unanimous.

The meeting reconvened in Regular Session at 8:44 a.m.

Sr. Vice President of Iowa State University Kate Gregory joined the meeting at 8:45 a.m.

PUBLIC COMMENTS: Director Kyras shared a letter CyRide had received addressed to the Board of Trustees regarding a service request to Iowa State University's Applied Science Center (ASC). She provided a brief history of CyRide's discussions with staff at this ISU facility and that the letter had been provided to the System Redesign Consultant at the November public meetings. Ms. Gregory then explained to the transit board that she had recently scheduled a meeting with all interested parties to discuss this issue. Director Kyras explained the challenges of CyRide providing service to the ASC complex - rerouting of the Green route would require an additional bus to be added to the route, shuttles could be provided but would require more drivers and a bus.

Ms. Gregory shared further challenges of this issue with the parking concerns raised by the neighborhood to the east of the complex. Trustee Madden mentioned that this discussion had been going on for years and indicated that it also impacted city parking policies. Ms. Gregory further explained the history of transportation to the ASC complex - van then bus service provided by CIT, a private transit operator, paid for by the Engineering Dept. However, the College of Engineering believes that the cost should

not be borne by the Engineering college. Trustee Madden said that he believes it is a university budget issue.

President Haila asked how this request was different than a developer's request. He felt this issue should be referred to the System Redesign consultants for their direction on whether this request can be accommodated in future service changes, as CyRide's current budget/route structure would not accommodate the additional expense.

Trustee Madden shared his thoughts that the cost of service to this complex was a university budget issue and, therefore, the university would need to determine how to finance a service, if it was determined there was sufficient need.

Director Kyras shared with board members how CyRide had historically addressed requests of a similar nature, specifically citing when the two towers buildings were reopened and the Department of Residence began, and currently is, paying for service from this area.

The transit board directed Director Kyras to acknowledge the request and indicate that the Director would make sure that the System Redesign consultant was aware of and taking their request into consideration.

Ms. Gregory indicated that it would be beneficial for CyRide to establish a policy where it identified areas where it would and would not serve within the city so that the community could choose to do business or individuals live within these areas if transit was important or else pay to have service modified. Trustee Schainker indicated a desire to ultimately have a plan of this nature and is hoping that the System Redesign will help CyRide get to this type of planning.

Director Kyras said the challenge is that if CyRide does not provide service, then developments will find a way to meet the demand by providing their own transportation. This leaves a disconnected system that is duplicative in nature and creates challenging in meeting the needs of the community. She indicated that this is not a unique problem to Ames as other university communities struggle with this balance as well. Ms. Gregory shared her thoughts that a park & ride model might be worth looking into.

President Haila shared his concerns with the volume of CyRide's ridership and expectations that it continue to grow and meet all student needs. He believes that this expectation it is not sustainable.

Ms. Gregory indicated that a north and south hub could improve service and added that a possible location for one of these sites could be the Applied Science Center. President Haila asked whether two park & ride sites were part of the System Redesign Study's

scope of work. Director Kyras indicated that providing a sufficient level of service to two sites as opposed to the current one site would be more expensive to operate.

There was a general discussion regarding the current Commuter Lot at Iowa State Center and the Orange Route service. President Haila asked what the parking capacity is at the Iowa State Center and if the number of buses on the Orange Route could be increased. Director Kyras indicated that approximately 3,000 cars park at this facility on a daily basis and that there is additional parking capacity. She also indicated that the articulated buses on the Orange Route allow for additional rides on this route.

Trustee Valentino asked what the ridership number was on the Orange route when CyRide added the Plum route. Director Kyras indicated that she did not have those numbers in front of her, but she could share that ridership on the Orange route was steady to lower as opposed to growing as it had been prior to this route.

President Haila mentioned that this was a good discussion, but that it might be more appropriate for when the System Redesign consultant returned to Ames with their initial thoughts on CyRide service. Transit board members asked if the consultant was looking at a second site and asked Director Kyras to speak to the consultant regarding this concept.

Ms. Gregory shared that President Leath's enrollment target is between 38,000 and 40,000 students in the future and indicated that CyRide needed to determine what its system would need to look like with this enrollment. Trustee Schainker indicated that he believes that CyRide's focus should be broader on moving people within the whole community and to develop a 20-year strategy to accomplish this.

Trustee Staudt arrived at 9:11 a.m.

FUEL PURCHASE BIDS: Director Kyras provided a summary of the fuel purchase process and current bid for the next year. She indicated that staff proposed purchasing fuel at the market rate, but contracting for a single vendor to deliver the fuel, which allows CyRide to competitively bid its fuel purchases for an entire year as opposed to a bid every 7-10 days. She also indicated that the board would need to approve the maximum, not-to-exceed fuel price under this approach. She indicated that the lowest bid was from Keck Energy.

Trustee Madden made a motion to approve award to Keck Energy as the overall lowest bidder for CyRide fuel for calendar year 2017 and establish the maximum cost of its fuel purchases for the year of up to the budgeted amount of \$1,207,500. Motion seconded by Trustee Gartin. (Ayes: Six. Nays: None.)

Trustee Schainker shared that at current fuel prices, CyRide would create a large savings in this line item, but that next year's prices are unknown at this time.

All transit board members were in favor and motion carried.

TRANSIT DIRECTOR'S REPORT: Director Kyras briefly provided information on the following items:

- The Iowa DOT approved a portion of CyRide's JARC grant application for \$23,219 for Mid-Day South Duff and Brown Route Weeknight service. This will create a savings in the current budget.
- An update on the System Redesign study was provided - over 1,600 online surveys completed, meetings that have taken place and web-based meeting with the consultant at the January 2017 board meeting.
- Triennial review date is set for May 2017.
- An update on the Affordable Care Act (ACA) impact for offer of insurance to two groups of CyRide employees. First group only one of 14 accepted insurance and second group's enrollment will close on Dec. 2nd. She indicated that the attorney had submitted a draft policy document and that staff was reviewing this document.

RATE SETTING – FARES: Director Kyras indicated that the Transit Board typically took action on setting rates in April of each year for implementation in July; however, it was agreed by the board to address this issue at the time of budget discussions. Further, she indicated that the board had indicated an interest to look at the possibility of lowering fares in an effort to encourage more community, non-student ridership.

Director Kyras provided a six-year history of cash and ticket fare prices and revenue, which indicated a trend of declining revenues. She indicated that this was attributed to significantly lower gas prices making it more affordable to choose other transportation modes and in the inconvenience of the cash fares. She indicated that this inconvenience had lead to more customers choosing to pay with tickets as opposed to putting one dollar plus 25¢ in the farebox. She then shared the financial impact of "rolling back" fares to 2011 with a \$1 fare and \$10 for a book of tickets (\$0 to \$30,000, depending upon whether this change created more rides).

Trustee Gartin asked for clarification about the potential revenue loss range. Director Kyras indicated that the \$30,000 represented a loss with current ridership and the \$0 loss was if more riders used CyRide, creating more overall revenue. She indicated the 2011 fare structure was included in the board's packet, but would include a \$1 cash fare and \$10 for a book of 10 tickets as opposed to current fares of \$1.25 cash and \$12 for a book of tickets.

President Haila asked about the possibility of smart card technology to pay fares. Director Kyras indicated that staff had looked into the technology and found that to purchase the hardware/software for the number of buses CyRide currently has would cost approximately \$1.5 million for only 7% of its customers using this technology.

Trustee Madden shared his thoughts that CyRide's farebox revenue is insignificant compared to its total budget and would be interested in reducing the fare.

Trustee Schainker inquired about the percentage of riders that were non-students when CyRide experimented with the summer fare free project. Director Kyras indicated that she did not have that information in front of her, but that since most ISU students were not in Ames that year and ridership increased approximately 25% that she would believe that most of these riders were non-students.

A general discussion regarding how CyRide estimated student versus non-student ridership ensued, which is calculated by the total number of student rides, as determined by the number of "free rides" as students use their ISU pass as fare, divided by student enrollment. Typically every student generates approximately 170 annual rides.

Trustee Staudt made a motion to direct Director Kyras to defer action, Alternative #4, on setting rates for the 2017-2018 budget year until the January 2017 transit board meeting. Trustee Gartin seconded the motion. (Ayes: Six. Nays: None.) Motion carried.

RATE SETTING – PASSES: Trustee Schainker made a motion to approve Alternative #4 to defer action on setting rates for the 2017-2018 budget year until the January 2017 transit board meeting. Trustee Staudt seconded the motion. (Ayes: Six. Nays: None.) Motion carried.

2017-2018 OPERATING BUDGET: Director Kyras explained that the budget discussion with the board each year begins with a review of the current budget's status. She indicated that expenses are currently 7.2% lower than budgeted, mainly due to lower fuel prices. She indicated that if this trend continues throughout the entire year, that a half million dollar budget savings could be expected. She also indicated revenues were 1.2% lower, due mainly to lower farebox revenue and timing of revenue receipt.

DAR revenues and expenses were lower due to lower ridership and if this trend continues there could be a \$12,000 decrease in farebox revenue, with lower expenses as well.

Director Kyras then discussed the anticipated, unaudited closing balances of its three funds – operating, capital and student government trust fund. The operating balance is anticipated to increase to \$1,521,754 for the 2015-2016 budget year, an increase of 15.6%, resulting in approximately \$550,000 more than the desired 10% fund balance approved by the transit board. The 2016-2017 capital balance is anticipated to decrease to \$707,159 due to payments for the four articulated buses delivered in August 2016. The student government trust fund balance increased because of the \$102,485 unanticipated ICAAP funding received in the last fiscal year.

Director Kyras indicated that with all factors considered, CyRide was in a strong position going into the 2017-2018 budget year.

Director Kyras then began discussing the 2017-2018 preliminary budget prepared by staff indicating that this had been a challenging budget due to significant cost increases. She also indicated that there were opportunities to modify the budget assumptions based on board priorities. She then described the budget assumptions staff had included in the budget proposal.

- **Health insurance rate increase** - 4%, \$29,314 dollar increase.
- **Annualized health insurance adjustment** - trending higher, \$105,000 increase.
- **Affordable Care Act impact** - \$150,000 additional.
- **Overall increase in health insurance** - \$284,000.
- **ACA Variable Hour Administrative Assistance** - \$50,000, City of Ames employee or outside firm cost. Should have a clearer picture of this need/cost by January 2017 board meeting.

President Haila commented about the administrative assistance inquiring about what this entails and whether it required private sector staff. Director Kyras indicated that it would be tracking each employee as their work and work status might change throughout the year, so that CyRide stays in compliance with the ACA. President Haila indicated that once the draft policy document, prepared by Susan Freed, was completed, that the magnitude of the work to be completed would be better known. Director Kyras continued to explain the assumptions.

- **Payroll** - 3.1%, \$229,000 dollar increase. She indicated this included a 2.75% overall wage increase, \$5,000 impact due to reorganization of the Operations Division and reflecting two assistant mechanics, which were inadvertently not included in the current budget due to a staff transition error.
- **Fuel** - budgeted at \$2.75, decreased from \$3.00 in the current budget.
- **Federal/State funding** - federal reflects slight increase; state lower by \$20,000 to \$780,000.
- **Funds transferred to capital** - \$800,000 to pay for new buses under grants, facility repairs and equipment.
- **Unemployment claims** - \$10,000 to reflect more summer claims reflecting lower service levels.
- **Fares** – no change
- **NextBus** - added to the operating budget; was in capital budget and was overlooked during staff transition in current budget - \$83,000.

Trustee Gartin shared his thoughts about state budget challenges, with little to no increase, could impact CyRide. Director Kyras explained that state transit funding has a

dedicated source of funding from new car sales and car license revenue and is not generated from the general state fund.

Director Kyras then stated that the preliminary baseline 2017-2018 budget option #1 did not utilize the closing balance in excess of the board-approved 10% balance for the operating budget and as a result required a 12.5% local share increase. She then explained that the other two options were developed to try to reduce the increase by utilizing some, or all of these excess funds.

Trustee Gartin shared that he was not in favor of using the closing balance dollars to offset the next year's budget and believes that these dollars should be used to support capital costs.

There was a general discussion regarding decreasing operating versus capital expenditures with concerns about deferring capital and in being able to afford CyRide's operating costs. Suggestions were offered to lowering the capital transfer for one year from \$800,000 down to \$400,000 to reduce the impact on the operating budget. Director Kyras shared that staff would need to analyze this option as capital commitments had already been made in grants and that CyRide would need to honor these purchases.

Director Kyras shared the reasons for the larger local share increase - expenses were 6.7% higher and to keep a 10% closing balance on this higher expense would require \$110,000 more. She further shared that with federal and state revenues being flat, that the entire burden then falls on the local funding partners.

President Haila asked board members if they believe that a 12% increase was achievable. There was a general discussion that this was too high. Director Kyras shared that typically a baseline increase ranged from 2.5% to 3%, but the ACA impact had had a significant financial impact on CyRide's 2017-2018 budget - \$150,000 insurance increase, \$50,000 for administrative expenses. President Haila indicated that these increases reflected a one-time percentage increase to the budget and then would be included in the baseline for next year, which would not be included in the increase percentage the following year.

Trustee Schinker asked staff to determine the lowest local dollar amount that would need to be transferred from the operating to the capital budget, which reflected only the committed projects, in an effort to try to find a half million dollar savings. He indicated a capital transfer savings, as well as a lower fuel cost per gallon and not increasing the closing balance to 10% could significantly reduce the local funders increase.

Trustee Gartin was concerned about the budgeted cost per gallon of fuel at \$2.75, indicating a desire to be more realistic. Trustee Madden agreed and indicated that the

purpose of the closing balance was to address budget shortfalls due to unanticipated expenses like higher-than-budgeted fuel prices.

Trustee Gartin shared his thoughts that he is more comfortable in budgeting tightly as any savings is not shared back with the funders. Trustee Schainker indicated that CyRide does not spend the closing balance on non-CyRide related projects that the board does not approve.

Trustee Staudt was uncomfortable in decreasing the cost per gallon of fuel as CyRide has to budget 6 - 18 months in advance. Further, he indicated that fuel prices can quickly increase leaving CyRide to dip into its closing balance. He indicated he is not comfortable in budgeting with a likelihood that this could happen. ISU Senior Vice President Kate Gregory was also uncomfortable in lowering the price per gallon of fuel. Trustee Madden indicated that this is why the students have a trust fund and why the board has an operating reserve. Trustee Schainker shared that establishing this rate is always a risk.

There was a general discussion regarding the appropriate cost to budget for fuel - current average cost per gallon plus 30%, last year's rate, etc. Ms. Gregory shared her thoughts that fuel is the least predictive variable in a budget like CyRide's.

Trustee Valentino shared that he was comfortable in establishing a higher rate to make sure that the budget covered this expense. Trustee Gartin was comfortable in not budgeting conservatively.

Trustee Staudt shared that he believes it is irresponsible for a board to not make sure that a large expense like fuel was not adequately budgeted and that a reserve account would be used to balance the budget. He indicated that the unpredictability of this line item necessitates being conservative.

President Haila said that non-local revenue is falling short and asked where board members would recommend cutting the budget if the fuel line item was not adjusted. He asked Ms. Gregory if she was aware of what percentage increase the University would be comfortable with. Trustee Madden said last year the university was comfortable with a 5% increase due to CyRide's ridership growth over the last few years. Ms. Gregory indicated that she would need to have to have conversations at the university level to determine this.

Trustee Gartin shared his thoughts that CyRide needed to have a long-term strategy for how to price fuel in the budget. He proposed taking the previous year's average fuel price plus a 50% increase as a safety margin. This would calculate to \$2.25 per gallon in the 2017-2018 budget.

Trustee Gartin was concerned with transferring \$800,000 to the capital and then asking for a 12.5% increase in local dollars, indicating that he believed this would not be viewed as positive.

Trustee Madden said he could not support much above 5% from the university's perspective. Ms. Gregory indicated her concern to request a large local increase and then to cut service on the Gray route if the developer ends their contribution to this service. She indicated that this would not be well received.

Kate Gregory indicated that to find a half a million dollar savings, she would recommend looking at the lowest capital program possible next year, combined with a modest reduction in the fuel price per gallon, and not increasing the closing balance to 10%. She indicated a fuel price of no less than \$2.25 per gallon.

Trustee Staudt shared his thought that an 8% to 8.8% increase was the highest students would be able to increase their share. Ms. Gregory indicated that she would need to have further conversations with other university officials before she could offer a percentage increase for the university. There was a discussion of adding the capital and operating budget discussion to the December 22, 2016 agenda so that board members could seek further guidance on the level of local dollar increases that were achievable. Trustee Schainker indicated that he was uncomfortable in approving a budget without developing a two-year budget to make sure that the first year budget would not have a significant impact on the second year.

President Haila indicated that the large increase did not include the additional services the board desired to provide and then asked if it included the revenue from the developer for the Gray Route. Director Kyras said that it did as there had been a preliminary discussion with the previous owners this summer about continuing the service. She indicated that she was working on a meeting with the new owners to determine their desire to continue funding the Gray Route. Trustee Madden indicated that if CyRide needs to cut back service to Copper Beech as a result of a loss of private funding, that he was willing to accept that outcome. Ms. Gregory agreed.

The board then directed staff to use the following changes in the budget and to prepare a revised budget for the December 22, 2016 board meeting.

- Reducing capital purchases to committed projects
- Do not use the closing balance to support the 2017-2018 budget
- Price fuel at \$2.50 per gallon
- Do not increase the closing balance to 10%
- Remove the Gray route expenses and revenues from the budget

Board members indicated that if these reductions did not bring the local share increase down to 8%, to also identify potential service reduction options. The transit board

directed staff to develop a second scenario to provide a 5 to 5.5% local funding share increase.

FIVE YEAR CAPITAL IMPROVEMENT PLAN: The transit board deferred discussion on this item to the December 22, 2016 transit board meeting.

MOVE TO ADJOURN: Trustee Gartin made a motion to adjourn the meeting at 10:47 a.m. and Trustee Staudt seconded the motion. (Ayes: Six. Nays: None.) Motion carried.

FALL SEMESTER MEETING DATE AND TIME:

- December 22, 2016, 1:00 PM (special meeting)

SET SPRING SEMESTER MEETING DATES AND TIMES:

- January 19, 2017, 8:00 AM

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees
FROM: Sheri Kyras
DATE: December 22, 2016
SUBJECT: TAM Plan Performance Measures/Target

BACKGROUND: At the October Transit Board meeting, staff provided information regarding a new federal requirement, “Transit Asset Management.” The first step in complying with this new regulation is to develop capital asset performance measures/targets, which are due January 1, 2017 and can be modified on a yearly basis. One of the Federal Transit Administration’s purpose for requiring the development of these standards is to provide one more data point for transit systems to identify capital needs, with additional resources considered for allocation to address asset categories that exceed the targets adopted in order to keep the nation’s assets in a “state of good repair.”

The performance measures and targets are to be based on Useful Life Benchmarks (ULB’s) for vehicles and a TERM analysis rating for facilities – a federally developed condition analysis. Performance measures/targets are required for the following CyRide assets:

- **Equipment** – Non-revenue support-service and maintenance vehicles over \$50,000 in acquisition value with an expected life of at least one year (Maintenance trucks, Maintenance Equipment)
- **Rolling Stock** – Revenue vehicles (All 105 CyRide vehicles – minibuses, 40’ and articulated buses)
- **Facilities** – Maintenance and administrative facilities, passenger stations and parking facilities. (Facility at 601 N. University Blvd, Intermodal Facility, turnarounds at Ontario and California and Ames Middle School)

Transit Boards are not required to approved their transit system’s ULB’s, TERM rating or TAM performance measures/targets; however, these standards will establish policy for CyRide, so board member concurrence with staff’s recommendations will allow for clear direction for consideration of future capital needs.

INFORMATION: Over the last three months, CyRide staff has been meeting to determine the best manner in which to comply with this new regulation. There are three steps in complying with the new federal regulation:

- Calculate a reasonable Useful Life Benchmark (ULB) for buses
- Calculate TERM rating for facilities
- Develop performance measures (current age/condition) and targets (achievable goals) around these benchmarks/ratings

After numerous meetings, staff believes that it would be in CyRide's best interest to **develop its own Useful Life Benchmarks (ULB) for its buses as opposed to using FTA's national standards and set a preliminary TERM rating based on a basic facility analysis** for the following reasons:

- **Buses/Other Vehicles** - CyRide operates its buses/vehicles longer than most other transit systems in the nation; therefore, FTA's national standards would leave a significant portion of CyRide's fleet exceeding the standard. For example, the FTA's ULB for large buses of 14 years would result in 40% of CyRide's fleet exceeding this number. CyRide's recommended ULB's were also based upon three additional factors:
 - Average age of vehicles at failure
 - Average age of vehicles where condition requires substantial maintenance expense
 - Percentage of vehicles exceeding potential ULB (Staff developed different scenarios to test these percentages at differing ULB)
- **All Other Asset Classes/Categories** - FTA prescribes the methodology (Transit Economic Recovery Model or TERM Analysis) that must be used to determine facility ratings. This methodology requires extensive data and analysis (inventory, rating of subcomponents and facility as a whole). An asset is determined to be in a "good state of repair" if it is given a 3.0 out of a possible 5.0 rating. It is believed that CyRide's staff cannot accomplish this task within the timeframe given, but will provide a more basic analysis, using the same rating scale, based on observation and repair history. A TERM analysis will be completed by the next target date of January 1, 2018.

The chart on the next page lists the Asset Class/Category, CyRide's recommended ULB or rating along with the factors that staff considered when setting the benchmarks, FY18 performance measures/targets, and FTA/Manufacturer recommendations.

Asset Class /Category	Current % of			
	CyRide TAM ULB/TERM Rating	Asset Exceeding ULB/TERM	Performance Target	FTA/Manufacturers Recommendations
40' - 60' Vehicles	15 yrs. <ul style="list-style-type: none"> 39% of CyRide vehicles meet or exceed 15 years. 40% at 14 yrs. 16% at 16 yrs. 	39%	34%	FTA: <ul style="list-style-type: none"> Previous – 12 yrs. New Std. – 14 yrs. Manufacturer: <ul style="list-style-type: none"> 12 yrs.
Minibuses	10 yrs. <ul style="list-style-type: none"> Current age – 6 yrs. It is anticipated that CyRide’s current vehicles will be 12 years old when Iowa DOT funding is received to replace them 	0%	0%	FTA: <ul style="list-style-type: none"> Previous – 4 yrs. New Std. – 10 yrs. Manufacturer: <ul style="list-style-type: none"> 4 yrs.
Shop Trucks	10 yrs. <ul style="list-style-type: none"> Current practice 	0%	0%	FTA: None Manufacturer: None
Facilities - Buildings	3.0 on TERM Scale <ul style="list-style-type: none"> Preliminary TERM analysis indicates a majority of CyRide’s facilities are at a 3.0 or above 	3.0	3.0	FTA: None Construction Std.: None
Facilities – Turnarounds – AMS and Ontario	3.0 on TERM Scale <ul style="list-style-type: none"> Preliminary TERM analysis indicates a majority of CyRide’s facilities are at a 3.0 or above 	3.0	3.0	FTA: None Construction Std.: None

The FTA regulations require that the TAM performance measures and targets be placed in a federal report called “National Transit Database (NTD)”; however, after recent discussions with FTA staff, CyRide has informed that the FTA has not developed this reporting format, but transit

systems must still develop these standards by the original deadline. Current direction is to keep these measures in a file until the new TAM component of the NTD reporting format is completed, anticipated in late January or February 2017.

FTA Submission

Based on the above discussion, the following information, placed in FTA’s required format, would be placed in a file until the NTD Reporting is completed and then submitted as required to FTA to comply with the January 2017 requirement.

Category	Class	Performance Target
Rolling Stock	40'-60' Buses	34% of fleet exceeds CyRide's ULB of 15 yrs.
	Cutaways	0% of fleet exceeds FTA ULB of 10 yrs.
Equipment	Shop Trucks	0% of fleet exceeds CyRide ULB of 10 yrs.
Facilities	Admin./Maintenance Facility	0% of facilities rated under 3.0 on TERM scale
	Ames Intermodal Facility	0% of facilities rated under 3.0 on TERM scale
	AMS Turnaround	0% of facilities rated under 3.0 on TERM scale
	Ontario Turnaround	0% of facilities rated under 3.0 on TERM scale

ALTERNATIVES:

1. Approve CyRide staff’s recommendation for Useful Life Benchmarks and TERM ratings and the establishment of FY2018 TAM performance measures and targets.
2. Approve modified Useful Life Benchmarks and TERM ratings and/or FY2018 TAM performance measures and targets.

RECOMMENDATION:

The Transit Director recommends approval of Alternative #1 to approve the Useful Life Benchmarks and TERM ratings, as well as performance measures and targets for each FTA required asset class/category. Approval of this alternative will allow CyRide to meet its federal obligations, while helping to guide future capital need assessments. These targets may be modified the following year after further analysis is completed.

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees
FROM: Sheri Kyras
DATE: December 22, 2016
SUBJECT: Five Year Capital Improvement Plan

BACKGROUND: At the November 30, 2016 transit board meeting, members directed staff to develop a budget option to reduce its 2017-2018 capital expenditures by eliminating projects where a commitment had not been made (either through grants, contracts or other commitments).

INFORMATION: Staff has defined committed projects as projects that:

- Are approved for funding in a grant
- Will be submitted in a grant in the Spring of 2017
- Support other committed projects
- Are safety-related

Based on the above definition, CyRide staff developed two scenarios for transit board consideration as the board-directed option reduced expenses significantly below the desired 5% increase goal. The first option accomplishes this board goal without more drastic capital project reductions.

- **Option #1** – Reduction, by approximately ½, of all non-committed projects with three exceptions – Concrete, HR Software and NextBus. This option reflects the minimum expenditure allowed for CyRide to continue to move forward in a more modest manner than originally developed. ***This is a reduction of \$340,000 from the original \$800,000 required to be transferred from the operating budget.***
- **Option #2** – This option is the board-requested option where all expenditures are eliminated that are not currently under a commitment, except for:
 - Concrete project that has already been deferred one year
 - NextBus replacement that, if not addressed, will most likely result in the failure of the bus tracking system in the near future.

This is a reduction of \$600,000 from the original \$800,000 required to be transferred from the operating budget.

Both options assume that the dollar reduction being transferred from the operating budget will be a one-time reduction and that all subsequent years will return to the \$800,000 transfer level, representing a one-year deferral of capital.

The chart on the following page summarizes the 2017-2018 plan under both options compared to the original CIP budget prepared for the November 30, 2016 transit board meeting, with the attached five year CIP tables reflecting how this will impact current and future years.

Under the all three scenarios (original, option #1 and option #2), the next three-year period places an emphasis on improvements to the existing CyRide facility due to its age while CyRide's buses rise closer to the top of the State's bus replacement list (PTMS). While not specifically identified in the outer years of the plan, CyRide anticipates major new buses purchase being possible as a result of being at the top of the state's list and would direct its resources to these purchases in the outer years of the five-year plan.

Comparison of Capital Plan Options

2017-2018 Purchase	Original		Option #1		Option #2	
	Fed./State Share	Local Share	Fed./State Share	Local Share	Fed./State Share	Local Share
Vehicle Replace.						
5-40' Used Buses	\$0	\$120,000	\$0	\$60,000	\$0	\$0
4-40' New Buses	\$1,387,776	\$346,944	\$1,387,776	\$346,944	\$1,387,776	\$346,944
SUBTOTAL	\$1,387,776	\$466,944	\$1,387,776	\$406,944	\$1,387,776	\$346,944
Bdg. Expan. & Modern.						
Permanent Hoist Repair	\$344,000	\$86,000	\$344,000	\$86,000	\$344,000	\$86,000
Rehabilitate Bus Washer	\$260,000	\$65,000	\$260,000	\$65,000	\$260,000	\$65,000
Concrete Replac.	\$0	\$90,000	\$0	\$90,000	\$0	\$90,000
A & E Services	\$0	\$35,000	\$0	\$35,000	\$0	\$35,000
SUBTOTAL	\$604,000	\$276,000	\$604,000	\$276,000	\$604,000	\$276,000
Shop/Office Eqt.						
Computers (6)	\$0	\$12,000	\$0	\$6,000	\$0	\$0
Shop Equipment	\$0	\$40,000	\$0	\$20,000	\$0	\$0
Forklift	\$0	\$40,000	\$0	\$0	\$0	\$0
Flood Pump	\$0	\$80,000	\$0	\$80,000	\$0	\$80,000
SUBTOTAL	\$0	\$172,000	\$0	\$106,000	\$0	\$80,000
Bus Stop Improve.						
Bus Stop Improve.	\$40,000	\$10,000	\$40,000	\$10,000	\$40,000	\$10,000
SUBTOTAL	\$40,000	\$10,000	\$40,000	\$10,000	\$40,000	\$10,000
Technology						
Bus Security Cameras	\$0	\$45,000	\$0	\$25,000	\$0	\$0
Building Security System	\$0	\$200,000	\$0	\$0	\$0	\$0
NextBus GPS Veh. Tracking Replace.	\$0	\$100,000	\$0	\$100,000	\$0	\$100,000
HR Software	\$0	\$50,000	\$0	\$50,000	\$0	\$0
SUBTOTAL	\$0	\$395,000	\$0	\$175,000	\$0	\$100,000
TOTAL	\$2,031,776	\$1,319,944	\$2,031,776	\$973,944	\$2,031,776	\$812,944
Transfer from Operating		\$800,000		\$460,000		\$200,000
Savings from Original Plan		\$0		\$340,000		\$600,000

Represents a committed project

A brief explanation of the 2017-2018 possible purchases, as well as the remainder of the five-year plan is attached.

ALTERNATIVES:

1. Approve the Five Year Capital Improvement Plan Option #1.
2. Approve the Five Year Capital Improvement Plan Option #2.
3. Approve the Five Year Capital Improvement Plan, with board modifications.
4. Defer action on the Five Year Capital Plan until the January 2017 Transit Board meeting.

RECOMMENDATION:

The Transit Director recommends Alternative #1 to approve Capital Plan Option #1. This option will provide the needed expense reduction for the 2017-2018 operating budget to meet the board's desired level of funding increase and also allow staff to move forward with capital purchases so that a large backlog is not created. Approval of an option at this time will allow staff to incorporate the appropriate capital level/expenditures into the 2017-2018 budget so that an accurate budget option can be provided for action by the Transit Board in January 2017.

Explanation of 2017-2018 Purchases

Purchase Five, Used 40' Buses - Without the ability to fund new buses through grants from dedicated bus procurement sources, CyRide would need to purchase five used buses each year to have an adequate number of vehicles available for anticipated growth and efficient operation, as well as replace vehicles that no longer are able to be operated safely.

Purchase Four, New 40' Buses - CyRide has four buses approved in state grants, (three in an ICAAP and one in PTMS allocation), which are anticipated for delivery in late 2017/18. CyRide will receive 80% state funding for their purchase.

Permanent Hoist Repair - CyRide would replace its in-ground hoists as they are original to the building and prone to leaking and unreliability. This project is eligible for State PTIG grant funding at an 80% state share.

Rehabilitate Bus Washer - CyRide's current bus washer would be 13 years old at the time of replacement and at the end of its useful life (typically 10 years). This project would replace or rehabilitate this major facility feature. This project is eligible for State PTIG grant funding at an 80% state share.

Concrete Replacement – A major new section of parking lot was constructed 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 would replace large sections of this concrete in the 2017-2018 capital budget. This project was bid in 2016-2017 and delayed one year due to unfavorable bidding.

A & E Services – Proposed 2017-2018 through FY2018-2019 capital projects, “Hoist Repair, Bus Wash Rehab, HVAC Replacement and Security System (Building)” would require engineering services to identify the specific work to be completed and estimate their cost. As a result, CyRide would contract with an architectural and engineering firm to provide these services in preparation of this work.

Computers - CyRide would replace six computers during the 2017-2018 budget year in accordance with the City of Ames computer procurement schedule.

Shop Equipment – Four small shop equipment items are scheduled for purchase in the 2017-2018 Capital Plan as follows:

- **Trash Pumps (6)** – Will be used for flood mitigation and positioned around the facility to pump floodwater over the floodwalls and gates back outside of the building - \$12,000.

- **Air Jack** – This jack is used to lift heavy vehicles. The current jack is 20+ years old and is past its useful life - \$1,600.
- **Tire Machine** – The existing tire machine is 20+ years old and not large enough for CyRide’s “super single” tires on the articulated buses - \$20,000.
- **Bus Fogger/Sanitizer** – This would be a new piece of equipment for CyRide to improve its bus sanitation. The equipment saturates the bus with sanitizer as opposed to hand cleaning the bus when body fluids are spilled - \$6,400.

Forklift – CyRide’s current forklift is 32 years old and is nearing the end of its useful life, after major component work was completed to extend its life. Even with this work, the lift is prone to electric problems and therefore needs to be replaced.

Flood Pump – As part of the flood wall system, CyRide must purchase two large, 2,290 gpm capacity portable pumps to remove water that will seep through the underground systems to eliminate damage to the facility when/if another flood event occurs. Without this system, CyRide could experience damage to the facility. CyRide has looked into renting this equipment and has found only smaller pumps available that would not be able to pump the amount of water expected to breach the facility during an event. One pump will be purchased in 2016-2017 and the second one is included in next year’s CIP for purchase in 2017-2018.

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 would be used to replace three existing shelters, and two current shelters in better condition, would be reused to expand CyRide’s shelter program. This project would be funded with 80% federal funds.

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

Building Security System – CyRide’s administrative office is the only portion of the facility that is currently equipped with a video surveillance system. A new system was purchased for the office in 2016-2017 and is expandable to other areas of CyRide’s facility. CyRide’s maintenance shop and bus storage areas would be added to this new system to complete coverage of the facility in 2017-2018. Adequate safety and security of federal assets is an FTA priority and has been a recommendation in federal reviews completed on CyRide’s operations in the past.

NextBus Vehicle Tracking System – CyRide’s current GPS vehicle tracking system used to provide real-time bus arrival times is currently under contract with NextBus. This contract will expire in January 2018. In discussions with NextBus, CyRide’s current hardware/software is becoming outdated and will not be supported in the near future.

Therefore, CyRide will meet with vendors to determine if the current system is the most advantageous and would upgrade its current system or procure a new one prior at the end of the existing contract.

HR Software – CyRide would purchase a human resources package that would allow staff to document employee actions, various federal checks that are required and maintain an overall accurate work history of its more than 165 bus operators. The number of drivers employed at CyRide has grown by more than 1/3 in the last five-ten years and has become unmanageable without software designed to track this information.

Explanation of CIP Projects (2018-2019 – 2021-2022)

Assumptions made for major purchases in future years of the Capital Improvement Plan include the following items, which are contained in the attached City of Ames Capital Improvement Plan information sheets:

Bus Purchases – Representing approximately \$530,000 over the remaining 4-year period, this investment reflects the purchase of 20 used, large buses, maintaining a fleet between 105-120 large buses. Additionally, the plan anticipates funding of four 40' buses and 6 minibuses under anticipated funding by the State of Iowa at an 80% state share.

Other Vehicle Purchases – The plan assumes replacement of one administrative vehicle per year and one maintenance vehicle in 2018-2019, for a total cost of \$170,000. Administrative vehicles are replaced every 4 – 6 years and maintenance trucks approximately every 10 years.

Dial-A-Ride Bus/Van – CyRide replaced/purchased new vehicles in 2015-2016 and 2016-2017. These vehicles are four-year vehicles per Federal Transit Administration guidance; however, has scheduled their replacement in 2020-2021 and 2021-2022 (five years) for a total cost of \$160,000, which will be funded 80% with federal grant dollars.

Building Expansion & Modernization – This plan assumes the following:

2018-2019 – Replace CyRide's HVAC system in the original portion of the building (\$810,000) and replace the EIFS coating on the exterior of CyRide's building that is deteriorating (\$25,000.) The HVAC project would be eligible for State PTIG grant funding at an 80% state share.

2019-2020 – CyRide would replace its fuel dispensing system with a high speed fueling system. The current system was installed in 2003 with used equipment at that time. The new system would allow for quicker, more efficient fueling and would significantly reduce fuel spillage due to the new design that sync's with the bus' fuel intake (\$250,000).

2020-2021 – No projects are programmed at this time.

2021-2022 - No projects are programmed at this time.

Bus Security Cameras– CyRide currently has video systems in all of its buses for the first time. This equipment has a useful life of 4-5 years. As a result, CyRide would need to replace video systems on at least five buses each year to ensure that these systems are available for incidents that occur on the buses, for a four-year total of \$180,000. These

systems have become a valuable tool in the management of CyRide's system, as well as, for law enforcement at the university and city.

Automatic Passenger Counters (APC's) – Automatic passenger counters record the number of boardings as passengers get on buses. Automatic counters decrease the amount of time it takes to board customers and they allow customers to board at both the front and back doors of the bus. They can also be used to fulfill federal reporting requirements. CyRide would purchase up to 25 APC's over a three year period beginning in 2018-2019 for a total cost of \$75,000.

Asset Management Software – A new federal regulation was initiated in 2016 that will require each transit system to record and monitor all revenue vehicles (buses/minibuses/vans used to provide service to the public), its facility and larger equipment. Included in this management system is the age and condition of more than 200 pieces of equipment/facilities at CyRide. It is believed that these new requirements will be beyond CyRide's current vehicle software system that is capable of tracking only the maintenance performed on the asset. A new software package would be procured that is capable of meeting FTA's Total Asset Management reporting requirements in 2019-2020 (\$100,000) and would replace CyRide's current maintenance software program.

Radio System Upgrade – CyRide's current radio system is part of the City of Ames technology network. This system is becoming obsolete and discussions within the city are to move to a different system. CyRide would be part of this move anticipated for 2018-2019 (\$100,000).

Air Compressor – CyRide's air compressor will be 36 years old at the time of replacement and will have exceeded its useful life (\$25,000).

Shop and Office Equipment – This plan assumes \$12,000 per year to upgrade computers and \$50,000 per year in shop equipment would be needed to ensure smooth operation in the administrative and maintenance areas. The specific shop equipment to be purchased is identified in the year it is to be purchased.

Bus Stop Improvements – CyRide continues to emphasize its bus stop improvement program and has included a \$50,000 annual commitment in the plan through 2020-2021 for a total of \$200,000 over the four-year period.

CyRide Capital - FY16 to FY21

Option #1

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		FY16	FY17	FY18	FY19	FY20	FY21	FY22
Capital		Actual						
Beginning Balance		\$ 793,245	\$ 1,445,753	\$ 707,158	\$ 209,214	\$ 10,214	\$ 7,134	\$ 317,348
State/Federal Building	80%	\$ 11,996	\$ 300,000					
PTIG Building	80%		\$ 300,000	\$ 600,000	\$ 600,000	Capped at \$600,000		
State/Federal Bus	80%			\$ 1,387,776	\$ 408,000	\$ 424,320	\$ 487,147	\$ 896,096
State/Federal Bus	83%							
State/Federal Bus	85%	\$ 8,708	\$ 2,507,500					
State/Federal Bus	90%							
State/Federal Bus Stops	80%	\$ 20,025	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
State/Federal Needs Anal.	80%	\$ 20,070						
ISU Parking		\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000
Interest		\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
GSB								
Capital Transfer		\$ 800,000	\$ 800,000	\$ 460,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000
Capital Revenues		\$ 880,799	\$ 3,967,500	\$ 2,507,776	\$ 1,868,000	\$ 1,284,320	\$ 1,347,147	\$1,756,096

Total Available		\$ 1,674,044	\$ 5,413,253	\$ 3,214,934	\$ 2,077,214	\$ 1,294,534	\$ 1,354,282	\$2,073,444
	Grants							
Building (Grants) Pits in FY16	5309	\$ 14,995	\$ 360,005					
Roof Replacement	PTIG		\$ 375,000					
Hoists Repair	PTIG			\$ 430,000				
Bus Wash Rehab	PTIG			\$ 325,000				
HVAC Replacement	PTIG				\$ 810,000			
Buses (Grants)		\$ 10,245	\$ 2,950,000	\$ 1,734,720	\$ 510,000	\$ 530,400	\$ 551,616	\$1,016,945
			4 Artics @85%	3 ICAAP 80%, 1 PTR	1 PTMS 80%	1 PTMS 80%	1 PTMS 80%	1 PTMS 80%, 6 Min
HIRTA Bus	5310		\$ 89,000				\$ -	\$ 103,175
HIRTA Van	5310	\$ 49,443					\$ 57,318	\$ -
Bus Stops	5310	\$ 25,031	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Needs Analysis	5309	\$ 25,088						
Nextbus				\$ 100,000				
Building (Local)								
Buses (Local)		\$ -		\$ 60,000	\$ 125,000	\$ 135,000	\$ 135,000	\$ 135,000
Painting Buses			\$ 25,000					
Video Systems		\$ -	\$ 225,000	\$ 25,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000
Support Vehicle		\$ 37,579	\$ 30,000		\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
			Fusion	Escape (2012)	Terrain (White 2014)	Terrain (Red 2015)	Fusion (2016)	
Shop Trucks			\$ 85,000		\$ 50,000			
Shop Equipment		\$ -	\$ 50,000	\$ 20,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Computers/Office Equip.			\$ 28,000	\$ 6,000	\$ 12,000	\$ 12,000	\$ 18,000	\$ 12,000
Fluid Management			\$ 70,000					
Electric Hoist			\$ 90,000					
Concrete		\$ 50,435	\$ 99,565	\$ 90,000				
A&E Services		\$ 15,475	\$ 39,525	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
Security System (Building)			\$ 60,000		\$ 200,000			
Flood Pumps			\$ 80,000	\$ 80,000				
Asset Mgmt Software						\$ 100,000		
HR Software				\$ 50,000				
Forklift							\$ 40,000	
Radios					\$ 100,000			
EIFS Coating					\$ 25,000			
APC's					\$ 25,000	\$ 25,000	\$ 25,000	
High Speed Fueling						\$ 250,000		
Air Compressor (Shop)						\$ 25,000		
Capital Expenses		\$ 228,291	\$ 4,706,095	\$ 3,005,720	\$ 2,067,000	\$ 1,287,400	\$ 1,036,934	\$1,477,120
Ending Balance		\$ 1,445,753	\$ 707,158	\$ 209,214	\$ 10,214	\$ 7,134	\$ 317,348	\$ 596,324
Building Reserve				\$ 200,000				
Balance without Building		\$ 1,445,753	\$ 707,158	\$ 9,214	\$ 10,214	\$ 7,134	\$ 317,348	\$ 596,324

CyRide Capital - FY16 to FY21

Option #2

12/6/16 10:36 AM

		FY16	FY17	FY18	FY19	FY20	FY21	FY22
Capital		Actual						
Beginning Balance		\$ 793,245	\$ 1,445,753	\$ 707,158	\$ 200,214	\$ 21,214	\$ 18,134	\$ 168,348
State/Federal Building	80%	\$ 11,996	\$ 300,000					
PTIG Building	80%		\$ 300,000	\$ 600,000	\$ 600,000	Capped at \$600,000		
State/Federal Bus	80%			\$ 1,387,776	\$ 408,000	\$ 424,320	\$ 487,147	\$ 896,096
State/Federal Bus	83%							
State/Federal Bus	85%	\$ 8,708	\$ 2,507,500					
State/Federal Bus	90%							
State/Federal Bus Stops	80%	\$ 20,025	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
State/Federal Needs Anal.	80%	\$ 20,070						
ISU Parking		\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000
Interest		\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
GSB								
Capital Transfer		\$ 800,000	\$ 800,000	\$ 200,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000
Capital Revenues		\$ 880,799	\$ 3,967,500	\$ 2,247,776	\$ 1,868,000	\$ 1,284,320	\$ 1,347,147	\$ 1,756,096

Total Available		\$ 1,674,044	\$ 5,413,253	\$ 2,954,934	\$ 2,068,214	\$ 1,305,534	\$ 1,365,282	\$ 1,924,444
	Grants							
Building (Grants) Pits in FY16	5309	\$ 14,995	\$ 360,005					
Roof Replacement	PTIG		\$ 375,000					
Hoists Repair	PTIG			\$ 430,000				
Bus Wash Rehab	PTIG			\$ 325,000				
HVAC Replacement	PTIG				\$ 810,000			
Buses (Grants)		\$ 10,245	\$ 2,950,000	\$ 1,734,720	\$ 510,000	\$ 530,400	\$ 551,616	\$ 1,016,945
			4 Artics @85%	3 ICAAP 80%, 1 PT	1 PTMS 80%	1 PTMS 80%	1 PTMS 80%	1 PTMS 80%, 6 Mir
HIRTA Bus	5310		\$ 89,000				\$ -	\$ 103,175
HIRTA Van	5310	\$ 49,443					\$ 57,318	\$ -
Bus Stops	5310	\$ 25,031	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Needs Analysis	5309	\$ 25,088						
Nextbus				\$ 100,000				
Building (Local)								
Buses (Local)		\$ -			\$ 125,000	\$ 135,000	\$ 135,000	\$ 135,000
Painting Buses			\$ 25,000					
Video Systems		\$ -	\$ 225,000		\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000
Support Vehicle		\$ 37,579	\$ 30,000		\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
			Fusion	Escape (2012)	Terrain (White 2014)	Terrain (Red 2015)	Fusion (2016)	
Shop Trucks			\$ 85,000		\$ 50,000			
Shop Equipment		\$ -	\$ 50,000		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Computers/Office Equip.			\$ 28,000		\$ 12,000	\$ 12,000	\$ 18,000	\$ 12,000
Fluid Management			\$ 70,000					
Electric Hoist			\$ 90,000					
Concrete		\$ 50,435	\$ 99,565		\$ 90,000			
A&E Services		\$ 15,475	\$ 39,525	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
Security System (Building)			\$ 60,000				\$ 200,000	
Flood Pumps			\$ 80,000	\$ 80,000				
Asset Mgmt Software						\$ 100,000		
HR Software					\$ 50,000			
Forklift					\$ 40,000			
Radios					\$ 100,000			
EIFS Coating					\$ 25,000			
APC's					\$ 25,000	\$ 25,000	\$ 25,000	
High Speed Fueling						\$ 250,000		
Air Compressor (Shop)						\$ 25,000		
Capital Expenses		\$ 228,291	\$ 4,706,095	\$ 2,754,720	\$ 2,047,000	\$ 1,287,400	\$ 1,196,934	\$ 1,477,120
Ending Balance		\$ 1,445,753	\$ 707,158	\$ 200,214	\$ 21,214	\$ 18,134	\$ 168,348	\$ 447,324
Building Reserve				\$ 200,000				
Balance without Building		\$ 1,445,753	\$ 707,158	\$ 214	\$ 21,214	\$ 18,134	\$ 168,348	\$ 447,324

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees

FROM: Sheri Kyras

DATE: December 22, 2016

SUBJECT: 2017-2018 Operating Budget

BACKGROUND: At the November 30, 2016 Transit Board meeting, members directed staff to develop a revised baseline budget for the 2017-2018 budget year, reflecting lower local share increases. Board members directed staff to prepare two baseline options for consideration at the December 22, 2016 board meeting as follows:

Option A:

- Reduce fuel costs from the previously budgeted amount of \$2.75/gal to \$2.50/gal.
- Eliminate the approximately \$110,000 cost to maintain a 10% closing balance
- Reduce 2017-2018 capital expenditures to reflect only projects where previous commitments have been made
- Eliminate the Gray Route expenses and Copper Beech contract revenue that pays for this service

Option B:

- All of the above changes in Option #1
- Additional service reduction(s) that would allow funding partner increases of no more than 5%

In developing these options, Option A allows the local partner's funding share increase to be below the 5% cap, so Option B, as directed by the Transit Board, was not developed.

INFORMATION: Staff has divided this discussion into three sections:

- **New Baseline Budget** – with Option A changes and a new Option B reflecting the more severe capital reduction of \$600,000
- **New Baseline Budget** – with Option A and Staff Recommended Service Options
- **Five Year Budget Pro Forma** – assumes the following:
 - New baseline budget with Option A changes
 - Staff recommended service options

- Maintaining a closing balance of 7-10% over the five-year period

New Baseline Budget

CyRide staff developed Option A as described above, with the following **additional** assumptions included:

- **Federal Funding** - Will increase to \$2,000,000 from the originally budgeted \$1,975,000.
- **Capital Plan Option** – Capital Plan Option #1 was incorporated into the expenses, where \$460,000 was transferred from the operating budget to the capital budget (as opposed to \$800,000 in the original version presented in November)

The attached “Budget Analysis” sheet for Budget Option A reflects a 3.9% local funding partner increase, and leaves an 8.1% closing balance for 2017-2018. Budget saving are anticipated in the current fiscal year due to lower fuel expenses, so at the end of the budget year staff anticipates at least a 10% balance as a result of this savings. This approach allows the balance to return to board desired levels while not having to increase local costs in next year’s budget to accomplish this goal.

A new Option B was added to reflect the more severe capital costs of only transferring \$200,000 into the capital plan from the operating budget. Staff does not recommend this option as it will create a backlog of capital projects.

New Baseline Budget with Service Options

Staff has attached the potential additional service options approved for consideration along with the baseline budget Option A and B, as well as the Student Government Trust Fund spreadsheet, which was provided at the November 30, 2016 meeting, for reference and discussion.

Additionally, CyRide staff has prioritized the additional service options, based on staff’s opinion on importance during the next budget year, as follows:

- #1 – Five additional hours of service per weekday
- #2 – Additional night service on Brown Route (2 trips)
- #3 – State Street Express
- #4 – Fare reduction (increased from the Nov. 30, 2016 meeting to reflect student’s share of the fare increase at \$110,000 plus lost revenue of \$40,000, for a total of \$150,000)

Service Option #1 and Option #2 could be added to the baseline Option A and be below the 5% desired maximum increase (4.9% overall increase). Option B, and service options #1 and #2 would be a 2.0% increase.

Five Year Budget Pro Forma

At the November board meeting there was a request to have staff prepare a multi-year Pro Forma to determine the longer-term financial impact of decisions regarding any increases required for a 2017-2018 budget. Therefore, staff has prepared the attached three-year budget with expenses and revenue assumptions, reflecting the following:

- Baseline Option A (with \$460,000 transferred to the capital budget)
- Service increase Options #1 and #2, which show that a 4.9% increase is required in the 2017-2018 (FY18) budget year
- Maintaining a closing balance between 7 – 10% over the five-year period

The above assumptions indicate that CyRide's baseline Option A budget can be maintained with a 5% local funding share increase in the following four years.

ALTERNATIVES:

1. Table action at the December meeting and take final action at the January 2017 Transit Board meeting, with direction to staff on any additional Budget Analysis options.
2. Approve baseline budget Option A only for a 3.9% funding partner increase.
3. Approve baseline budget Option B only for a 1.0% funding partner increase.
4. Approve baseline budget Option A, Service Option #1 (additional hours of service) and #2 (additional night service on the Brown Route) for a total increase of 4.9%.
5. Approve baseline budget Option B, Service Option #1 (additional hours of service) and #2 (additional night service on the Brown Route) for a total increase of 2.0%.
6. Approve a baseline budget option, plus board selected capital plan and/or service options.

RECOMMENDATION:

The Transit Director recommends:

- Alternative #1 to defer action until January 2017, if there is a desire to add service options or further refine the baseline budget options. This would give each of the three funding partner's time to discuss the options with their peers and allow staff to present a final budget, reflecting discussion from the meeting, before adoption.

- Alternative #4, if board members prefer to fund a budget option at the December 22, 2016 meeting. This option includes Budget Option A with service options #1 (additional hours of service) and #2 (additional night service on the Brown Route), for a total increase of 4.9%, modestly allowing CyRide to move forward with both its capital and operating needs.

Itemized Service Changes

#1 - Additional Hours of Service 2016-2017: Priority #1

To meet increasing enrollment and higher peaking trends, which require more service for shorter periods of time, CyRide staff has added buses to existing service to meet increased demand on trips that experience overcrowding issues, with some single bus trips requiring up to nine buses to carry the number of customers desiring that trip.

Based on past trends and potential enrollment increases in 2017-2018 estimated at 388 additional students, CyRide recommends increasing service by five hours per weekday to meet overcrowding that is anticipated to occur as these additional trips will happen at currently high ridership periods, just prior to and after class change times. In comparison, CyRide increased five hours in the last two budgets with ten hours per weekday in the two budgets prior to that.

Estimated Annual Cost: \$69,230

#2 - Additional Night Service: Priority #2

CyRide has received requests from parents, ISU Departments and students regarding the need for later service on the #6 Brown Route during the weekday as a result of night classes dismissing at 10:00 pm. This route serves the Wallace/Wilson residence halls. Therefore, CyRide proposes to add two additional trips on the route at the end of its current service, providing a 10:20 and 10:40 pm trip.

Estimated Annual Cost: \$7,761

#3 - State Street Express: Priority #2/#3

Currently CyRide operates a variation of the Red Route that travels between West Ames and campus only, not continuing further into the community as the regular Red Route currently does. This modified Red route is called the #1A and provides the additional capacity needed during peak periods of the day from West Ames. With two variations on the route (#1 Red Route and #1A Red Route) this creates confusion for customers that desire to continue past campus and for students that need a specific stop that is different between the two route variations. Additionally, students have asked for a more direct connection between West Ames and campus. Therefore, CyRide staff proposes to utilize some of the resources of the #1A Red Route and create a new express route that would operate along Mortensen and State Street into campus; thereby splitting the route into two routes that will be more understandable by the public and a more direct route to campus (see attached map).

Previous discussions of a new express route that would operate Mortensen and State Streets assumed no change in the #1 or #1A route schedules. This option would take a portion of the

resources of the #1A route and use them to create the new express route (service from 7 am to 7 pm); thereby minimally increasing overall costs for service along Mortensen/State Street and creatively meeting more of the community's desires for service in West Ames.

As a result of splitting the current Red Route service, this change would reduce service on the #1A Red Route from its current 7 -10 minute service level to a bus every 15 - 20 minutes. However, customers will see fewer full buses pass them by, which should increase their overall satisfaction with service on the route and potentially reduce their wait time at the bus stop.

Estimated Annual Cost: \$122,000

This new route is conceptual at this time and if the board chooses to fund this option, public input would be needed to refine the actual service that would be implemented. This could be accomplished in February 2017, prior to preparing the fall schedule and assigning driver shifts, which is completed each spring.

BUDGET ANALYSIS - 2016 Actual, 2017 Amended, 2018 Requested

Option A

12/16/16	8:49 AM	11-12 Actual	12-13 Actual	13-14 Actual	14-15 Actual	15-16 Actual	16-17 Adopted	16-17 Amended	17-18 Requested	% Chg. Am/Ad	% Chg. Am/Act	% Chg. Req./Ad.	% Chg. Req./Am.
FIXED ROUTE													
550-1221	Operations	\$4,245,653	\$4,476,908	\$4,820,101	\$5,335,159	\$5,768,813	\$6,064,634	\$6,259,778	\$6,553,032	3.2%	8.5%	8.1%	4.7%
550-1222	Maintenance	\$1,863,033	\$2,067,061	\$2,146,625	\$2,119,741	\$1,983,422	\$2,450,070	\$2,522,255	\$2,367,788	2.9%	27.2%	-3.4%	-6.1%
FIXED ROUTE TOTAL		\$6,108,686	\$6,543,969	\$6,966,725	\$7,454,900	\$7,752,234	\$8,514,704	\$8,782,032	\$8,920,820	3.1%	13.3%	4.8%	1.6%
DIAL-A-RIDE													
550-1341	Operations	\$172,077	\$143,889	\$175,671	\$192,387	\$200,440	\$203,536	\$203,488	\$207,445	0.0%	1.5%	1.9%	1.9%
550-1342	Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
DIAL-A-RIDE TOTAL		\$172,077	\$143,889	\$175,671	\$192,387	\$200,440	\$203,536	\$203,488	\$207,445	0.0%	1.5%	1.9%	1.9%
ADMINISTRATION/SUPPORT													
550-1101	Administration	\$1,059,330	\$1,024,009	\$1,131,713	\$1,159,442	\$1,177,611	\$1,246,612	\$1,250,674	\$1,337,512	0.3%	6.2%	7.3%	6.9%
550-1102	Safety/Training	\$211,616	\$216,990	\$231,879	\$251,212	\$280,817	\$326,413	\$326,413	\$342,219	0.0%	16.2%	4.8%	4.8%
550-1103	Promotion	\$14,443	\$6,259	\$2,594	\$3,148	\$5,056	\$6,800	\$6,800	\$6,800	0.0%	34.5%	0.0%	0.0%
550-1105	Bldg/Grounds	\$311,369	\$288,282	\$358,061	\$348,335	\$364,479	\$331,441	\$363,240	\$352,346	9.6%	-0.3%	6.3%	-3.0%
ADMIN/SUPPORT TOTAL		\$1,596,759	\$1,535,540	\$1,724,247	\$1,762,138	\$1,827,963	\$1,911,266	\$1,947,127	\$2,038,876	1.9%	6.5%	6.7%	4.7%
FINANCE ADJUSTMENTS		\$86,312	(\$125,106)										
TOTAL OPERATING EXPENSES		\$7,963,833	\$8,098,292	\$8,866,643	\$9,409,425	\$9,780,637	\$10,629,506	\$10,932,647	\$11,167,142	2.9%	11.8%	5.1%	2.1%
TRANSFER TO GSB TRUST		\$134,814	\$140,800	\$166,402	\$0	\$0	\$0	\$0	\$0				
TRANSFER TO CAPITAL FUND		\$208,812	\$378,801	\$800,000	\$800,000	\$800,000	\$800,000	\$800,000	\$460,000				
TOTAL USED		\$8,307,459	\$8,617,893	\$9,833,045	\$10,209,425	\$10,580,637	\$11,429,506	\$11,732,647	\$11,627,142	2.7%	10.9%	1.7%	-0.9%
OPENING BALANCE		\$563,240	\$786,976	\$1,149,006	\$1,166,901	\$1,245,342	\$1,393,487	\$971,754	\$714,279	-30.3%	-22.0%	-48.7%	-26.5%
OPERATING REVENUE		\$8,531,195	\$8,979,922	\$9,850,940	\$10,287,866	\$10,857,049	\$11,471,410	\$11,475,172	\$11,809,627	0.0%	5.7%	2.9%	2.9%
TOTAL AVAILABLE		\$9,094,435	\$9,766,898	\$10,999,946	\$11,454,766	\$12,102,391	\$12,864,897	\$12,446,926	\$12,523,906	-3.2%	2.8%	-2.7%	0.6%
Closing Balance Excess of 10%						\$550,000							
CLOSING BALANCE		\$786,976	\$1,149,006	\$1,166,901	\$1,245,342	\$971,754	\$1,435,391	\$714,279	\$896,764	-50.2%	-26.5%	-37.5%	25.5%
Closing/Operating Total		9.9%	14.2%	13.2%	13.2%	9.9%	13.5%	6.5%	8.0%				
REVENUE/EXPENSE RATIO		107.1%	110.9%	111.1%	109.3%	111.0%	107.9%	105.0%	105.8%				

										FY2016	FY2017	FY2018	Increase	
OPERATING FUND BALANCE	\$786,976	\$1,149,006	\$1,166,901	\$1,245,342	\$971,754	\$1,435,391	\$714,279			City	\$1,648,996	\$1,736,393	\$1,804,112	3.9%
CAPITAL FUND BALANCE	\$1,974,211	\$1,124,525	\$659,497	\$794,609		\$0				ISU	\$ 723,150	\$ 761,477	\$ 791,175	3.9%
TRUST FUND BALANCE	\$1,325,474	\$1,078,094	\$993,083	\$804,635	\$534,083	\$617,462	\$617,462			GSB	\$4,746,157	\$4,997,703	\$5,192,614	3.9%

BUDGET ANALYSIS - 2016 Actual, 2017 Amended, 2018 Requested

Option B

12/16/16	8:49 AM	11-12 Actual	12-13 Actual	13-14 Actual	14-15 Actual	15-16 Actual	16-17 Adopted	16-17 Amended	17-18 Requested	% Chg. Am/Ad	% Chg. Am/Act	% Chg. Req./Ad.	% Chg. Req./Am.
FIXED ROUTE													
550-1221	Operations	\$4,245,653	\$4,476,908	\$4,820,101	\$5,335,159	\$5,768,813	\$6,064,634	\$6,259,778	\$6,553,032	3.2%	8.5%	8.1%	4.7%
550-1222	Maintenance	\$1,863,033	\$2,067,061	\$2,146,625	\$2,119,741	\$1,983,422	\$2,450,070	\$2,522,255	\$2,367,788	2.9%	27.2%	-3.4%	-6.1%
FIXED ROUTE TOTAL		\$6,108,686	\$6,543,969	\$6,966,725	\$7,454,900	\$7,752,234	\$8,514,704	\$8,782,032	\$8,920,820	3.1%	13.3%	4.8%	1.6%
DIAL-A-RIDE													
550-1341	Operations	\$172,077	\$143,889	\$175,671	\$192,387	\$200,440	\$203,536	\$203,488	\$207,445	0.0%	1.5%	1.9%	1.9%
550-1342	Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	1.5%	1.9%	1.9%
DIAL-A-RIDE TOTAL		\$172,077	\$143,889	\$175,671	\$192,387	\$200,440	\$203,536	\$203,488	\$207,445	0.0%	1.5%	1.9%	1.9%
ADMINISTRATION/SUPPORT													
550-1101	Administration	\$1,059,330	\$1,024,009	\$1,131,713	\$1,159,442	\$1,177,611	\$1,246,612	\$1,250,674	\$1,337,512	0.3%	6.2%	7.3%	6.9%
550-1102	Safety/Training	\$211,616	\$216,990	\$231,879	\$251,212	\$280,817	\$326,413	\$326,413	\$342,219	0.0%	16.2%	4.8%	4.8%
550-1103	Promotion	\$14,443	\$6,259	\$2,594	\$3,148	\$5,056	\$6,800	\$6,800	\$6,800	0.0%	34.5%	0.0%	0.0%
550-1105	Bldg/Grounds	\$311,369	\$288,282	\$358,061	\$348,335	\$364,479	\$331,441	\$363,240	\$352,346	9.6%	-0.3%	6.3%	-3.0%
ADMIN/SUPPORT TOTAL		\$1,596,759	\$1,535,540	\$1,724,247	\$1,762,138	\$1,827,963	\$1,911,266	\$1,947,127	\$2,038,876	1.9%	6.5%	6.7%	4.7%
FINANCE ADJUSTMENTS		\$86,312	(\$125,106)										
TOTAL OPERATING EXPENSES		\$7,963,833	\$8,098,292	\$8,866,643	\$9,409,425	\$9,780,637	\$10,629,506	\$10,932,647	\$11,167,142	2.9%	11.8%	5.1%	2.1%
TRANSFER TO GSB TRUST		\$134,814	\$140,800	\$166,402	\$0	\$0	\$0	\$0	\$0				
TRANSFER TO CAPITAL FUND		\$208,812	\$378,801	\$800,000	\$800,000	\$800,000	\$800,000	\$800,000	\$200,000				
TOTAL USED		\$8,307,459	\$8,617,893	\$9,833,045	\$10,209,425	\$10,580,637	\$11,429,506	\$11,732,647	\$11,367,142	2.7%	10.9%	-0.5%	-3.1%
OPENING BALANCE		\$563,240	\$786,976	\$1,149,006	\$1,166,901	\$1,245,342	\$1,393,487	\$971,754	\$714,279	-30.3%	-22.0%	-48.7%	-26.5%
OPERATING REVENUE		\$8,531,195	\$8,979,922	\$9,850,940	\$10,287,866	\$10,857,049	\$11,471,410	\$11,475,172	\$11,592,256	0.0%	5.7%	1.1%	1.0%
TOTAL AVAILABLE		\$9,094,435	\$9,766,898	\$10,999,946	\$11,454,766	\$12,102,391	\$12,864,897	\$12,446,926	\$12,306,534	-3.2%	2.8%	-4.3%	-1.1%
Closing Balance Excess of 10%						\$550,000							
CLOSING BALANCE		\$786,976	\$1,149,006	\$1,166,901	\$1,245,342	\$971,754	\$1,435,391	\$714,279	\$939,393	-50.2%	-26.5%	-34.6%	31.5%
Closing/Operating Total		9.9%	14.2%	13.2%	13.2%	9.9%	13.5%	6.5%	8.4%				
REVENUE/EXPENSE RATIO		107.1%	110.9%	111.1%	109.3%	111.0%	107.9%	105.0%	103.8%				

		FY2016	FY2017	FY2018	Increase							
OPERATING FUND BALANCE	\$786,976	\$1,149,006	\$1,166,901	\$1,245,342	\$971,754	\$1,435,391	\$714,279	City	\$1,648,996	\$1,736,393	\$1,753,757	1.0%
CAPITAL FUND BALANCE	\$1,974,211	\$1,124,525	\$659,497	\$794,609		\$0		ISU	\$ 723,150	\$ 761,477	\$ 769,092	1.0%
TRUST FUND BALANCE	\$1,325,474	\$1,078,094	\$993,083	\$804,635	\$534,083	\$617,462	\$617,462	GSB	\$4,746,157	\$4,997,703	\$5,047,680	1.0%

2017-2018 Possible Service Changes

Expense	Total Exp.	Tot. Local Cost	City Cost (24%)	ISU Cost (10%)	SG Cost (66%)	% Tot. Incr.	City Incr.	ISU Incr.	SG Incr.
2016-2017 Adopted Expense	\$10,932,647	\$7,495,573	\$1,736,393	\$761,477	\$4,997,703				
2017-2018 Baseline Budget Option A	\$11,167,142	\$7,787,901	\$1,804,112	\$791,175	\$5,192,614	3.9%	\$67,719	\$29,698	\$194,911
5 Additional Hours of Service/Day		\$69,230	\$16,615	\$6,923	\$45,692	0.9%	0.9%	0.9%	0.9%
Brown Route Additional Evening Trips		\$7,761	\$1,863	\$776	\$5,122	0.1%	0.1%	0.1%	0.1%
New State Street Route		\$122,000	\$29,280	\$12,200	\$80,520	1.6%	1.6%	1.5%	1.6%
Fare Revenue Reduction		\$150,513	\$36,123	\$15,051	\$99,339	1.9%	2.0%	1.9%	1.9%

Staff Priority:
1 - 5 Additional Hours
2 - Brown Route Additional Evening Trips
3 - New State Street Route
4 - Fare Revenue Reduction

Staff Recommendation									
2017-2018 Baseline Budget Option A + 5 Additional Hours of Service/Day + Brown Route Additional Evening Trips	\$11,244,133	\$7,864,892	\$1,822,590	\$798,874	\$5,243,428	4.9%	\$86,197	\$37,397	\$245,725

CyRide 5 Year Pro Forma

Operations	FY17	Incr.	FY18	Incr.	FY19	Incr.	FY20	Incr.	FY21	Incr.	FY22
Beginning Balance	\$ 971,754		\$ 714,345		\$ 910,314		\$ 854,450		\$ 891,956		\$ 1,028,213
State Operating	\$ 800,000	-2.5%	\$ 780,000	2.0%	\$ 795,600	2.0%	\$ 811,512	2.0%	\$ 827,742	2.0%	\$ 844,297
FTA Operating	\$ 2,174,304	1.6%	\$ 2,210,000	3.0%	\$ 2,276,300	3.0%	\$ 2,344,589	3.0%	\$ 2,414,927	3.0%	\$ 2,487,374
ISU	\$ 761,477	5.0%	\$ 799,550.85	5.0%	\$ 839,528	5.0%	\$ 881,505	5.0%	\$ 925,580	5.0%	\$ 971,859
City	\$ 1,736,393	5.0%	\$ 1,823,212.65	5.0%	\$ 1,914,373	5.0%	\$ 2,010,092	5.0%	\$ 2,110,597	5.0%	\$ 2,216,126
SG	\$ 4,997,703	5.0%	\$ 5,247,588.15	5.0%	\$ 5,509,968	5.0%	\$ 5,785,466	5.0%	\$ 6,074,739	5.0%	\$ 6,378,476
SG for Extra Service											
Transit Contracts	\$ 434,295	15.0%	\$ 499,227	3.0%	\$ 514,204	3.0%	\$ 529,630	3.0%	\$ 545,519	3.0%	\$ 561,884
Farebox	\$ 310,500	-4.7%	\$ 296,000	0.5%	\$ 297,480	0.5%	\$ 298,967	0.5%	\$ 300,462	0.5%	\$ 301,965
Advertising	\$ 150,000	0.0%	\$ 150,000	0.0%	\$ 150,000	0.0%	\$ 150,000	0.0%	\$ 150,000	0.0%	\$ 150,000
DOT/MPO/Int./Misc	\$ 89,500	-3.4%	\$ 86,500	0.0%	\$ 86,500	0.0%	\$ 86,500	0.0%	\$ 86,500	0.0%	\$ 86,500
Operating Revenues	\$ 11,454,172	3.8%	\$ 11,892,079	4.1%	\$ 12,383,953	4.2%	\$ 12,898,261	4.2%	\$ 13,436,066	4.2%	\$ 13,998,482
Wages	\$ 5,858,352	2.7%	\$ 6,019,456	2.8%	\$ 6,188,001	2.8%	\$ 6,361,265	2.8%	\$ 6,539,380	2.8%	\$ 6,722,483
Normal Growth	\$ 65,000	2.8%	\$ 66,820	2.8%	\$ 68,691	2.8%	\$ 70,614	2.8%	\$ 72,592	2.8%	\$ 74,624
Benefits (no Health Ins.)	\$ 1,027,030	6.9%	\$ 1,097,557	2.8%	\$ 1,128,289	2.8%	\$ 1,159,881	2.8%	\$ 1,192,357	2.8%	\$ 1,225,743
Health Insurance	\$ 728,020	24.6%	\$ 907,101	8.0%	\$ 979,669	8.0%	\$ 1,058,043	8.0%	\$ 1,142,686	8.0%	\$ 1,234,101
Payroll	\$ 7,678,402	5.4%	\$ 8,090,934	3.4%	\$ 8,364,649	3.4%	\$ 8,649,802	3.4%	\$ 8,947,015	3.5%	\$ 9,256,951
Next Bus	\$ 100,000		\$ 100,000		\$ 100,000		\$ 100,000	0.0%	\$ 100,000	0.0%	\$ 100,000
Internal Services	\$ 277,516	5.8%	\$ 293,558	2.4%	\$ 300,603	2.4%	\$ 307,818	2.4%	\$ 315,206	2.4%	\$ 322,770
Insurance	\$ 269,081	6.2%	\$ 285,793	5.0%	\$ 300,083	5.0%	\$ 315,087	5.0%	\$ 330,841	5.0%	\$ 347,383
Contractual	\$ 949,647	6.7%	\$ 1,012,998	4.4%	\$ 1,057,570	4.4%	\$ 1,104,103	4.4%	\$ 1,152,684	4.4%	\$ 1,203,402
Commodities (no fuel)	\$ 436,935	-2.1%	\$ 427,827	3.0%	\$ 440,662	3.0%	\$ 453,882	3.0%	\$ 467,498	3.0%	\$ 481,523
Fuel	\$ 1,200,000	-14.6%	\$ 1,025,000	5.0%	\$ 1,076,250	5.0%	\$ 1,130,063	5.0%	\$ 1,186,566	5.0%	\$ 1,245,894
Services/Commodities	\$ 3,233,179	-2.7%	\$ 3,145,176	4.1%	\$ 3,275,168	4.1%	\$ 3,410,952	4.2%	\$ 3,552,794	4.2%	\$ 3,700,972
Operating Expenses	\$ 10,911,581	3.0%	\$ 11,236,110	3.6%	\$ 11,639,817	3.6%	\$ 12,060,754	3.6%	\$ 12,499,809	3.7%	\$ 12,957,923
Capital Transfer	\$ 800,000		\$ 460,000		\$ 800,000		\$ 800,000		\$ 800,000		\$ 800,000
Ending Balance	\$ 714,345	6.5%	\$ 910,314	8.1%	\$ 854,450	7.3%	\$ 891,956	7.4%	\$ 1,028,213	8.2%	\$ 1,268,772
Capital											
Beginning Balance	\$ 1,445,754		\$ 707,159		\$ 209,215		\$ 10,215		\$ 7,135		\$ 317,348
State/Federal	\$ 3,147,500		\$ 2,027,776		\$ 1,048,000		\$ 464,320		\$ 527,147		\$ 936,096
ISU Parking	\$ 17,000		\$ 17,000		\$ 17,000		\$ 17,000		\$ 17,000		\$ 17,000
Interest	\$ 3,000		\$ 3,000		\$ 3,000		\$ 3,000		\$ 3,000		\$ 3,000
Capital Transfer	\$ 800,000		\$ 460,000		\$ 800,000		\$ 800,000		\$ 800,000		\$ 800,000
GSB Transfer											
Capital Revenues	\$ 3,967,500		\$ 2,507,776		\$ 1,868,000		\$ 1,284,320		\$ 1,347,147		\$ 1,756,096
FY17 Budget	\$ 4,706,095										
Building			\$ 755,000		\$ 810,000				\$ -		\$ -
HIRTA Van									\$ 57,318		
HIRTA Bus											\$ 103,175
Buses (Grants)		4	\$ 1,734,720	3	\$ 510,000		\$ 530,400		\$ 551,616		\$ 1,016,945
Buses (Local)			\$ 60,000		\$ 125,000		\$ 135,000		\$ 135,000		\$ 135,000
Bus Stops			\$ 50,000		\$ 50,000		\$ 50,000		\$ 50,000		\$ 50,000
Shop Equipment			\$ 20,000		\$ 50,000		\$ 50,000		\$ 50,000		\$ 50,000
Shop Truck					\$ 50,000						
Computers			\$ 6,000		\$ 12,000		\$ 12,000		\$ 18,000		\$ 12,000
Support Vehicle					\$ 30,000		\$ 30,000		\$ 30,000		\$ 30,000
NextBus			\$ 100,000								
Video Systems			\$ 25,000		\$ 45,000		\$ 45,000		\$ 45,000		\$ 45,000
A&E Services			\$ 35,000		\$ 35,000		\$ 35,000		\$ 35,000		\$ 35,000
Concrete			\$ 90,000								
Flood Pumps			\$ 80,000								
HR Software			\$ 50,000								
Security System					\$ 200,000						
Radios					\$ 100,000						
EIFS Coating					\$ 25,000						
APC's					\$ 25,000		\$ 25,000		\$ 25,000		
Asset Mgmt Software							\$ 100,000				
High Speed Fueling							\$ 250,000				
Air Compressor (Shop)							\$ 25,000				
Forklift									\$ 40,000		
Capital Expenses	\$ 4,706,095		\$ 3,005,720		\$ 2,067,000		\$ 1,287,400		\$ 1,036,934		\$ 1,477,120
Ending Balance	\$ 707,159		\$ 209,215		\$ 10,215		\$ 7,135		\$ 317,348		\$ 596,324

January

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

2017