

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

October 24, 2018

1. CALL TO ORDER: 8:30 A.M.
2. Approval of September 17, 2018 Minutes
3. Public Comments
4. Service Planning for 2019-2020 Budget Year
5. Facility Site Analysis – Fatal Flaw Analysis
6. Director’s Report
7. Fall Meeting Dates/Times:
  - November 14, 2018, 8:00 AM
  - December 12, 2018, 8:00 AM
8. Adjourn

## AMES TRANSIT AGENCY BOARD OF TRUSTEES

AMES, IOWA

September 17, 2018

The Ames Transit Agency Board of Trustees met on September 17, 2018 at 8:00 a.m. in CyRide's Conference room. President Bibiloni called the meeting to order at 8:03 a.m. with Trustees Jeffrey, Cain, Schainker, and Schrader present. Absent: Trustee Nelson.

**Approval of August 15, 2018 Minutes:** Trustee Jeffrey made a motion to adopt the August 15, 2018 transit board minutes as presented. Trustee Cain seconded the motion. (Ayes: Five. Nays: None.) Motion carried.

**Public Comments:** No general public comments were received; however, Director Kyras provided a handout summarizing the CyRide 2.0 public comments received to-date. She provided a brief analysis of the comments, noting customer suggestions where more comments had been received – Peach, Lilac, Cherry, and Gold routes.

**Service Planning for 2019-2020 Budget Year:** Director Kyras provided a description of the service planning project timeline and activities over the next few months to establish 2019-2020 service levels through the budget process. She indicated that in light of CyRide 2.0, the process would be slightly different with a preliminary evaluation of the new system and identification of potential service changes, resulting in approval of service changes in the spring. She indicated that the preliminary evaluation would allow board members to establish budget options, which could serve as a "place holder," within the budget, so that specific changes, up to the specific dollar amount approved in the budget, could be considered after more data on the new system was compiled by the end of the year.

Director Kyras then recapped the summer CyRide 2.0 service changes and recommended no changes with these services in the next budget. Both the EASE and Yellow route services were operating with higher ridership and had received positive comments from its customers. She indicated that preliminary information regarding the fall changes indicated that the system was operating as expected, with one exception of the #3 Blue route that was operating 10 minutes behind schedule due to the number of people using the route and the need to stop at every bus stop on the route.

Trustee Nelson arrived at 8:08 am.

Trustee Cain asked if DMACC students ride as public and pay a fare and Director Kyras said indicated that they did.

Trustee Jeffrey asked if CyRide had a tool to assist passengers with which routes and times to take a bus to arrive at their destination. Director Kyras shared that its website includes a Google Transit Planner, which provides schedule information to plan a trip.

Director Kyras indicated that the October meeting would include preliminary descriptions and costs for potential service enhancements for next year and that, if approved by the board, the December meeting would include a board-directed budget option(s) that could include a budget increase to accommodate any or all of these recommendations.

**Facility Site Analysis – Fatal Flaw Analysis:** Director Kyras provided a brief recap of the activities completed to date on the facility site analysis and the results of the initial fatal flaw analysis. She indicated that through this analysis the original 188 sites that met the 8+ acre criteria was narrowed to 62 sites using the fatal flaw criteria and directed board members to maps within the board information that visually located these sites. She also stated that several of the parcels had buildings on the site and that these locations were also eliminated from consideration. She indicated that this analysis has not been completed, as she will need to talk to several landowners to determine if the sites are available. She specifically indicated that there were several sites close to the Airport that the city owned and would need to see if the Federal Aviation regulations would allow these locations to be considered for a transit facility.

Director Kyras indicated that she was seeking board input to determine if the format of the information provided to the board members regarding each of the sites was sufficient for board consideration and recommended additional criteria to further narrow the sites to a more manageable number of sites for more intense analysis. Her recommendation was to eliminate sites with less than 15 available acres and sites east of I-35. She indicated that fifteen acres would allow CyRide to be able to consider consolidating its operations into the new site over time and parcels under 15 acres would eliminate this possibility. She also indicated that sites east of I-35 would increase CyRide's daily operating costs, as most of CyRide's fleet begins service in the south or west portion of the city. She indicated that if these two additional criteria were incorporated into the analysis, the number of available sites would be reduced to 17. Director Kyras then briefly explained each of the 17 sites.

Trustee Nelson provided his insight into one of the sites located along Mortensen Rd. just west of University Blvd., indicating that it included a part of a city park and the extreme terrain would be difficult as a building site. Director Kyras indicated that this was suggested as a "partnership" site with city and ISU land adjacent to each other in the possibility that it could accommodate the building within the two sites combined.

Trustee Nelson asked Director Kyras if the land was required to be within the city limits. Director Kyras indicated that there was no requirement on where the site was located; however, the farther from the center of Ames/CyRide's current site the higher the operating costs would be for CyRide. He recommended looking at sites west of the city limits, in the area of Ontario and 240<sup>th</sup> Street.

The conversation then turned toward a discussion of sites identified near the airport. Trustee Schainker shared that one of the sites is the location where the solar park will be built on Airport Road. Cathy Brown shared her thoughts that she supported the partnership sites, which allowed multiple agencies to share in the future of CyRide.

Board members agreed, by consensus to add recommended additional criteria to narrow the 66 sites by eliminating sites with less than 15 acres and sites east of I-35 and to add site in Boone County near the west side of Ames.

**2017-2018 PRELIMINARY CLOSING BALANCE:** Director Kyras explained that CyRide and City Finance staff had developed preliminary closing balance predictions, pre-audit, to share with board members. Further, she indicated that recent Iowa DOT grants for new bus opportunities required local funding, as well as an electric bus study and was the reason for the analysis at this time. She indicated that since these funding requests are one-time expenditures, the funds in excess of the board-approved 10% closing balance could be used to fund these opportunities. She began by explaining the 2017-2018 preliminary closing balance (\$4,316,970) and the commitments the board had previously made for a portion of the amount in excess of the 10%. She indicated that the result was an uncommitted balance above 10% of \$697,720 that could be used for newly identified capital and operating expenses.

She then provided information to board members regarding six capital/operating needs for which this uncommitted closing balance could support - ACA expenses, facility expansion, additional CyRide 2.0 services, bus replacement, electric bus study, increasing the 10% operating balance to reflect 2019-2020 operating expense levels. She provided a brief expansion of each need and the total dollars for each.

Trustee Schainker made a motion to approve Alternative #1 to table action at this time and consider committing the operating closing balance throughout the year as opportunities and board priorities are identified. Trustee Schrader seconded the motion. (Ayes: Six. Nays: None.) Motion carried.

**ELECTRIC BUS STUDY PROPOSALS AND AWARD:** Director Kyras provided board members with a summary of the results of the Electric Bus Study Request for Proposal (RFP). She indicated that two proposals were received from CTE and CALSTART with a significant difference in cost. She indicated that she telephoned the high bidder, CTE, and asked if their firm had estimated the cost based on the scope of work contained in the RFP. They indicated that their proposal was based on additional work to provide CyRide with a comprehensive electric bus evaluation. The Director requested that they revise their proposal to reflect only the scope of work. The CTE second proposal was virtually the same cost as the CALSTART proposal. She indicated that cost was not the only evaluation factor, and after applying the full evaluation criteria, CTE offered the best proposal for CyRide. She indicated that this firm had completed numerous projects in cold weather climates, similar to Ames, and that the benefits of electric buses were

challenged the greatest in cold weather months. She also indicated that their proposal partnered with an engineering firm to provide more in-depth analysis of the facility.

The Director then explained two options for funding the approximately \$50,000 study - Small Transit Intensive Cities funding (STIC) or the operating closing balance, in utilizing a portion of the dollars in excess of 10%.

Trustee Nelson shared his concern with requesting a second proposal from CTE, indicating that the August board packet had including both firms original cost information, which was prior to receiving the second proposal.

Board members then discussed the pros and cons of proceeding as presented versus rejecting the bids and rebidding the project. Director Kyras indicated that waiting to rebid the project would not allow CyRide to proceed with a cold weather demonstration in 2019 and potentially prepare a grant application for summer 2019 funding opportunities - delaying the possibility of purchasing buses by one year.

There was a general discussion regarding using STIC funding or funding the project from the operating closing balance.

Trustee Cain made a motion to approve Alternative #1 to award the project to CTE for \$49,941 to be funded through CyRide's operating closing balance, subject to the City of Ames Purchasing Department's approval of the bidding process. Trustee Jeffrey seconded the motion. (Ayes: Six. Nays: None.) Motion carried.

**MECHANIC ASSISTANT WAGE CHANGE:** Director Kyras summarized the difficulty CyRide had, had in recruiting for an Assistant Mechanic, indicating that the board has previously approved a \$2,000 hiring bonus to encourage more applicants. She indicated that even with this bonus the 4th recruitment had failed. As a result, CyRide and City staff had developed four possible changes for the next recruitment - increase the initial starting wage, referral bonus, compressing the application/testing phase of the recruitment and enhanced advertising. Two of the four changes require board action - increasing the initial wage from \$20.47 to \$21.35, which would make CyRide and the City's Fleet Services Assistant Mechanic wages the same (currently CyRide's is lower) making the most more attractive to applicants and extending CyRide's \$500 employee referral bonus to this position as well as the drivers. She indicated that the union had approved the wage increase, pending city approval.

Trustee Cain asked for clarification of the recommendation as to whether it included a starting wage of \$21.35 per hour and the \$500 hiring bonus. Director Kyras indicated that she was correct.

Trustee Nelson made a motion to approve Alternative #1 to increase the Step A Mechanic Assistant's wage rate to \$21.35 per hour effective immediately upon approval

by the Ames City Council and extend the employee referral bonus to this position. Trustee Jeffrey seconded the motion. (Ayes: Six. Nays: None.) Motion carried.

**QUARTERLY OPERATIONS REPORT:** Director Kyras provided details on the system performance for the transit board for the last quarter of the 2017-2018 fiscal year, April to June.

- She indicated that total passengers were higher for the fourth quarter due to the Odyssey of the Mind event, but that total ridership was down 1.3% or 85,692 rides for the year.

Trustee Cain requested further clarification on the summary report legend. Director Kyras indicated that a red cell on the chart indicated a negative trend, green a positive trend and yellow neutral.

Director Kyras briefly discussed reasons for the ridership decline - lower student enrollment, more housing closer to campus, which is walkable, fewer DAR (Dial-A-Ride) customers, Uber and Lyft impact on Moonlight Express.

- She indicated that CyRide started the year with 139 drivers (very short) and ended the year with 152 drivers.
- She stated that the percent of preventable accidents were positive for the year, which means that fewer accidents were a result of driver error.
- She informed board members that CyRide received more customer comments this past year than the previous year.
- She indicated that farebox revenues continue to trend downward. The fare reduction occurred in the middle of the last quarter, so no data can be obtained from this report regarding the impact of lower fares.

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

- 1) ISU Enrollment Impact:** Fall enrollment numbers were released with Fall 2018 enrollment at 34,992. CyRide's budget is based upon enrollment of 36,072. This represents a 2.8% reduction in students and student fees to support CyRide service. Director Kyras indicated that CyRide will receive an estimated \$165,676 less in student revenues this year as a result. She indicated that this will have a negative impact on the Student Government Trust Fund and will significantly reduce the trust fund balance. She indicated this is a consideration for future budgets.

Trustee Schainker asked where the funds for Moonlight Express are secured and if there were opportunities to deliver this service in a different manner to reduce expenses. Director Kyras said all three funding parties currently fund Moonlight Express. She also stated that she had, had a brief conversation with a Lyft representative about looking into the possibilities of coordinating with the firm to deliver parts of CyRide service, specifically with Moonlight Express in mind. She indicated that this discussion had not progressed further than this, but could be a consideration for the future. Trustee Cain

suggested possibly coordinating with ISU's Parking Division to identify different ways to deliver this service.

Trustee Schainker expressed a concern about lower ridership from the Research Park. Director Kyras indicated that Research representatives and employees had expressed a desire for more service through the System Redesign. She indicated that staff was monitoring all CyRide 2.0 routes and would be providing board members with an analysis of the service later in the fall.

- 2) Ridership Statistics First Two Weeks of Fall Semester:** Director Kyras indicated that ridership was slightly lower, which has been the trend and with lower enrollment this year was pleased with the ridership to-date.
- 3) CyRide 2.0 Service Modifications Made To-Date:** Director Kyras summarized a list of low or no cost CyRide 2.0 modifications completed to-date to provide the best possible service for CyRide customers. These changes included new bus stops, an added morning trip and requests to the city for pedestrian crossings.
- 4) Monthly Financial Report:** Director Kyras indicated that CyRide 2.0 goals included a financial performance measure of .5% above or below the approved operating expenses. Staff has developed a new monthly tool to determine the impact of the CyRide 2.0 services on expenses. Staff will review this report each month and make minor modification as needed. More significant changes to address the budget will be brought to the board for approval.
- 5) Fuel Price Update:** Director Kyras shared information regarding fuel prices. She indicated that CyRide ended the 2017-2018 fiscal year at an average of \$1.99 per gallon and budgeted \$2.50 a gallon. This year (2018-2019) \$2.75 per gallon was budgeted and CyRide has averaged \$2.23 per gallon year-to-date.
- 6) New Federal Safety & Security Regulation:** Director Kyras shared information regarding new federal requirements that became effective on July 19, 2018 and that CyRide staff will need to comply with by July 20, 2020. These regulations require completion of an Agency Safety Plan and requirement for a Chief Safety Officer position within the organization. She indicated that this may have a budget impact as it may require hiring an additional staff person to comply with the regulation.
- 7) Transit Asset Management Plan:** Director Kyras updated board members on this newer federal requirement, indicating that it would be completed within the next few days and that staff would meet the October 1st deadline. She indicated that the result of the document would be presented to the board in November and would provide one more data point for identifying capital needs.

**Fall Meeting Dates/Times:**

- October 24, 2018 – 8:30 A.M.

- November 14, 2018 – 8:00 A.M.
- December 12, 2018 – 8:00 A.M.

**Adjourn:** Trustee Jeffrey made a motion to adjourn at 9:20 a.m. Motion seconded by Trustee Schrader. Motion carried.

---

Juan Bibiloni, President

---

Joanne Van Dyke, Recording Secretary



**CITY OF AMES, Iowa**

**MEMO TO:** Ames Transit Board of Trustees  
**FROM:** Sheri Kyras  
**DATE:** October 24, 2018  
**SUBJECT:** Service Planning for 2019-2020 Budget Year

**BACKGROUND:** The Transit Board of Trustees approved the new CyRide 2.0 route structure and service levels at their April 2017 board meeting. Since that time, staff has been working on implementing and monitoring this new system. The first phase of its implementation began with smaller changes over the summer beginning in May 2018 and major changes in mid-August 2018.

With CyRide 2.0's full implementation and limited knowledge to-date of how the new system is working for its customers, staff has identified modifications that could benefit its customers. If the Transit Board desires to modify CyRide 2.0 services next year based on customer, staff or general public comments/suggestions over the past several months, these modifications will need to be included in the 2019-2020 budget, which requires an approved budget no later than January 21, 2019.

The chart below provides information on the process/timeline needed to complete the service planning process by the January deadline for the 2019-2020 budget and for approval of specific service modifications. This information was shared with board members at the September 2018 meeting.

<b>Board Meeting</b>	<b>Activity</b>
<b>September</b>	<b>Update on the summer CyRide 2.0 services</b>
<b>October</b>	<b>Update on the fall CyRide 2.0 services –</b> <ul style="list-style-type: none"><li>• Public and staff comments; consultant's additional service recommendations</li><li>• <i>Possible</i> service modifications (including cost est.)</li><li>• Approval of a dollar amount to address possible service modifications to be included in baseline budget or options</li></ul>
<b>December</b>	<b>Review 2019-2020 budget</b> - with dollar amount to address board priorities for service modifications
<b>January</b>	<b>Approve 2019-2020 budget</b> - with dollar amount to address board priorities for service modifications
<b>January - February</b>	<b>Approve 2019-2020 Service Modifications</b> – Based upon fall semester data and staff recommendations on specific service changes for the summer/fall 2019

**INFORMATION:** The following information provides information regarding CyRide’s System Redesign (CyRide 2.0) consultant’s recommendations for enhancements to the original CyRide 2.0 services implemented this year, an updated (as of Oct. 19th) public comment summary regarding CyRide 2.0 and, based on this information, as well as driver and staff observations on how the new service is operating, *preliminary* thoughts on service enhancements that could be implemented next year have been developed, including cost estimates. Each of these topics will be discussed below.

### **Consultant’s Recommendations for Enhancing CyRide 2.0**

CyRide’s System Redesign, which resulted in the CyRide 2.0 service plan, was developed under a fiscally constrained (no increased operating cost) basis. The consultant and CyRide maximized service to the greatest extent possible under this financial constraint; however, there were services that were reduced to fit within this limitation. The consultant compiled these service reductions identified through this study process, or further suggestions on how to improve service in the future if additional funding could be secured (see attached chart entitled, “Figure 9.2 Summary of All Long-Term Service Recommendations for a listing of these consultant recommendations”). The attached document entitled, “Figure 9.2 – Summary of All Long Term Service Recommendations” details these suggestions.

### **Updated CyRide 2.0 Public Comment Summary**

The attached, “Summarized Fall Service Customer Comments/Suggestions By Route” information tallies the comments received as of October 19, 2018 from the public, with the following suggestions ranking highest among CyRide’s customers.

1. **#11 Cherry/#12 Lilac** - Routes need to circulate through campus – 17 requests
2. **#14 Peach** – Needs more frequent service – 16 requests
3. **#12 Lilac** – Need to add mid-day service – 8 requests
4. **#25 Gold** – Need service on breaks/summer – 6 requests

### **Potential Service Enhancements**

Based on the consultant’s recommendations for additional services, CyRide’s customer comments and staff observations on how the service is operating, the following *preliminary* potential service enhancements by route could improve CyRide’s customer experience. These service enhancements address three of the top four customer comments listed above, with the exception of the Cherry and Lilac route change request to circulate through campus. This option was not considered based on preliminary discussions with ISU regarding congestion levels on Osborn Drive this year compared to previous years. ISU expressed their belief that they are pleased with the lower level of congestion as a result of not circulating these routes through campus.

## #11 Cherry Route

There are two potential service enhancements that could positively impact customer's experience on the #1 Cherry route:

- **Evening Service** - Extend service from 6:30 pm to 10 pm weekday evenings
- **Break Service** - Add service on this route over school breaks



The following table provides statistics regarding the above two potential service changes.

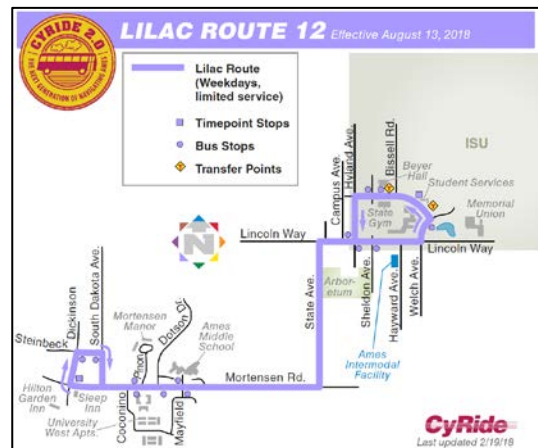
Service	Description	Route Ridership Aug. – Sept. Ridership	Cost Estimate	Customer Suggestion Addressed/# Requests
Evening	One bus, operating every 40 mins. during the school year	70,697	\$39,706	Later night service/5
Breaks	One bus, operating every 40 mins. during breaks and summer	70,697	\$13,876	Need service during breaks/1

## #12 Lilac Route

One potential service enhancement on the Lilac route has been identified:

- **Midday Service** - Operate service midday at a 20-min service level

Currently this express route operates only mornings (7 – 10 am) and afternoons (2:30 – 5:15 pm) and was designed to assist the #1 Red route during these peak demand periods. This proposal would “fill in” the midday gap and provide continuous service throughout the day. Customers have indicated that during the midday there is a long/inconvenient walk to bus stops served by other routes in this area.



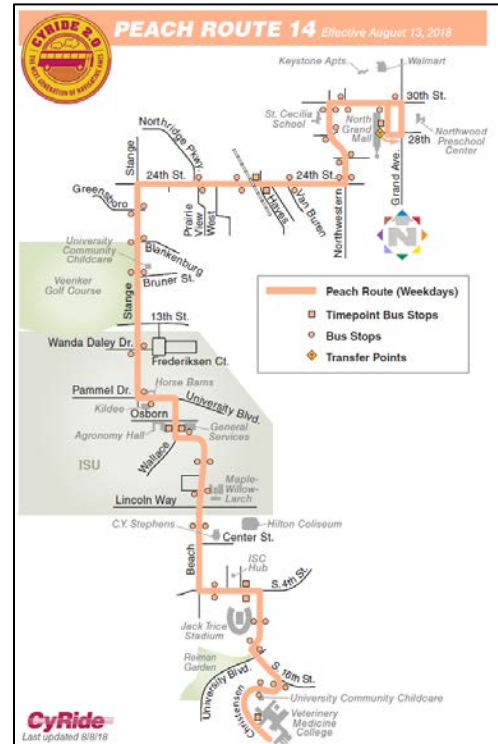
The following table provides statistics regarding the above potential service change.

Service	Description	Route Ridership Aug. – Sept. Ridership	Cost Estimate	Customer Suggestion Addressed/# Requests
Midday	One bus, operating every 20 mins. during the school year	16,495	\$69,248	Add midday service/10

## #14 Peach Route

Two options have been developed to enhance the #14 Peach route:

- **Option 1 (All Day)** – Modify the frequency of the buses operating from its current 60-min. level to 30 mins. (increase from 1 to 2 buses per hour)
- **Option 2 (Peak Times)** – Modify the frequency of the buses operating during the morning and afternoon times only from 60 to 30 mins. (increase from 1 to 2 buses per hour during these times)



These two options are the same, except for the time period the service would operate more frequently. This is the single most requested change in the CyRide 2.0 service; however, would impact a smaller number of riders. Requests have been made from both students (Vet. Med.) and non-students utilizing this route. Option 2 addresses worker needs and some Vet. Med. requests.

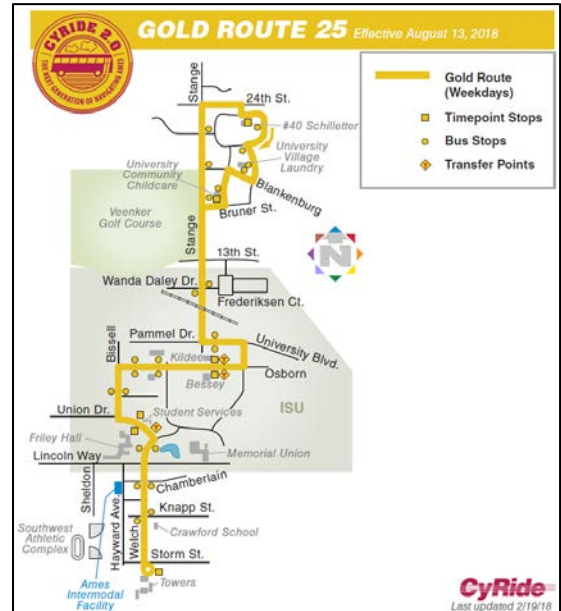
The following table provides statistics regarding the above two potential service changes.

Service	Description	Route Ridership		Customer Suggestion Addressed/# Requests
		Aug. – Sept.	Cost Estimate	
<b>Option 1 – All Day</b>	One bus, operating every 30 mins., year-round, all day	4,810	\$165,675	Need more frequent service/17
<b>Options 2 – Peak Times</b>	One bus, operating every 30 mins., year-round, from 7 – 10 am and 3 – 6 pm. Between 10 am and 3 pm, service would remain at 60-min. (1 per hour).	4,810	\$93,122	Need more frequent service/17

## #25 Gold Route

Staff has developed three potential changes for this route – two enhancements and one service reduction as follows:

- **Service Enhancement:**
  - **Evening Service** – Extend operating hours on this route from 10 pm to 12:30 am
  - **Breaks/Summer Service** – Operate this route during school breaks and during the summer
- **Service Reduction:**
  - **Weekday Frequency** – Reduce the frequency of the buses from 10 mins. (6 buses per hour) to every 12 mins (5 buses per hour)



Customers along this route had a very high level of service under the previous route structure and have provided feedback regarding the impact that lower service levels in the evening and during non-school time periods has had on their travel to/from campus and around Ames. This route serves Schilletter Village (SUV), which generates higher demand during less traditional service periods (evenings/when school is not in session).

Service	Description	Route Ridership		Customer Suggestion Addressed/# Requests
		Aug. – Sept.	Cost Estimate	
<b>Evening</b>	One bus, operating every 40 mins. year round from 10 pm to 12:30 am	138,917	\$21,652	Later night service/2
<b>Breaks/Summer</b>	One bus, operating every 40 mins. during school breaks and over the summer. Operating from 7:30 am to 10 pm <i>from SUV to campus</i> only.	138,917	\$161,800	Need to operate service over the summer and breaks/7
<b>Weekdays</b>	Reduce buses operated on the route by one during the weekdays. Service every 12 mins (5 per hour).	138,917	(\$76,913)	Staff Observation

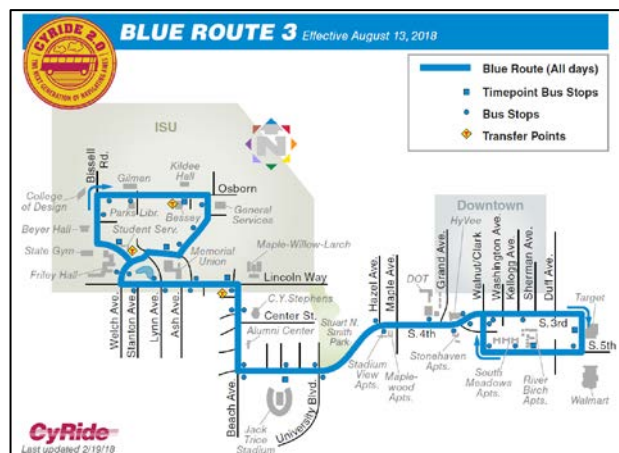
## Earlier Morning Service

One potential enhancement was developed to address early morning (first trip) challenges that operational staff have addressed informally with CyRide customers, but which could benefit from a schedule change in 2019-2020. The service change developed would add three morning trips to aid customers in getting to work at 7 or 7:30 am. These current informal solutions create challenges for the Operations Division, as they require drivers to operate service to their first trip differently (from the facility) and if forgotten or a new driver operates or fills in on the route, the customer may get missed, which impacts their ability to get to work. Three earlier morning trips could formally address these challenges in the current CyRide 2.0 schedule.

Service	Description	Route Ridership		Customer Suggestion Addressed/# Requests
		Aug. – Sept. Ridership	Cost Estimate	
Three Earlier AM Trips	Three buses operating one earlier trip on various routes, year round	947	\$24,300	Staff Observation

## #3 Blue Route

Currently the #3 Blue route schedule is not operating on-time, with almost every trip at least 10 minutes behind schedule. The reason for this issue is that ridership is heavier than anticipated and the bus must stop at every bus stop along the route (this is not typical for a route). To address this issue in the short-term, staff has added bus trips, using the five extra hours per day the Transit Board approved in January for unknown operational needs, to aid buses to start their trip on time at the end point, allowing for a more timely schedule. There are two options to permanently correct this route timing issue – add a bus to the schedule all day to allow enough time in the schedule or modify (shorten) the route, so that the current timing will work. The second option will be required next year to modify the route, as Wallace Rd. in front of the Gerdin business building (the route operates on this section of the road) will be closed for 18 months for expansion of this facility. The detour identified will shorten the route to the point where it is anticipated that timing will not be an issue during the construction, so there would be no cost to temporarily correct this problem in the 2019-2020 budget; however, the 2020-2021 budget will need to address this issue once the construction is completed and the route returns to its current alignment.



There are two options to permanently correct this route timing issue – add a bus to the schedule all day to allow enough time in the schedule or modify (shorten) the route, so that the current timing will work. The second option will be required next year to modify the route, as Wallace Rd. in front of the Gerdin business building (the route operates on this section of the road) will be closed for 18 months for expansion of this facility. The detour identified will shorten the route to the point where it is anticipated that timing will not be an issue during the construction, so there would be no cost to temporarily correct this problem in the 2019-2020 budget; however, the 2020-2021 budget will need to address this issue once the construction is completed and the route returns to its current alignment.

The attached summary table entitled, “Potential 2019-2020 Service Change Summary” includes all of the above potential service changes for funding consideration in the 2019-2020 budget.

## **Funding**

Starting in the current year, and continuing each year thereafter as long as Congress continues to fund transportation at least at current levels, the Small Transit Intensive Cities (STIC) federal funding will rise from 1.5% to 2.0% of the total transit funding nationwide. This increase will add an estimated \$225,000 per year (\$2 million to \$2.25 million) to CyRide's operating budget. The actual dollar increase will be known when Congress completes their FY19 budget, typically in the spring each year (2019). **As this is ongoing, additional funding, it can be considered for operating purposes and specifically for CyRide 2.0 service enhancements without impacting local funding provided by the three funding partners.**

### **ALTERNATIVES:**

1. Direct staff to prepare an option, in addition to the baseline budget, for the 2019-2020 budget that incorporates \$200,000 more in operating expenses to fund the Transit Board's service change priorities.
2. Direct staff to prepare an option(s), in addition to the baseline budget, for the 2019-2020 budget that incorporates a board-directed dollar increase in operating expenses to fund the Transit Board's service change priorities.
3. Direct staff to present only a baseline budget for the 2019-2020 budget.

### **RECOMMENDATION:**

The Transit Director's recommendation is to approve Alternative #1 to include a budget option that increases the operating budget by \$200,000. This will allow some of the desired CyRide 2.0 modifications to be made in the next year, which will make it easier for customers to use CyRide services. Staff/Board service priorities would need to be identified as the enhancements presented total more than this amount; however, it moves CyRide closer to the service level customers have requested without impact local funding partner dollars. Specific route changes could be approved as late as January-February 2019, based on fall ridership information and a possible online survey to gain additional customer input, This online survey could be similar to the "design your own transit system" survey used with the System Redesign Study where respondents are given a finite dollar amount to spend and options that have varying costs. They would then be asked to give their input on which options to spend the money on up to the maximum provided (i.e. \$200,000 more in expenses).

**Figure 9-2 Summary of All Long-Term Service Recommendations**

Route	Long-Term Service Recommendations
<b>1 Red</b>	<ul style="list-style-type: none"> <li>▪ Provide more frequent weekday evening service (20 minutes)</li> <li>▪ Expand weekend hours of service and frequency (20 minutes, service until 12:30 a.m. on Saturday)</li> </ul>
<b>2 Green</b>	<ul style="list-style-type: none"> <li>▪ Provide later weekday evening service (12:30 a.m.)</li> <li>▪ Provide more frequent weekday evening service (20 minutes)</li> <li>▪ Expand weekend hours of service and frequency (20 minutes, service until 12:30 a.m. on Saturday)</li> </ul>
<b>3 Blue</b>	<ul style="list-style-type: none"> <li>▪ Provide more frequent weekday evening service (20 minutes)</li> <li>▪ Expand weekend hours of service and frequency (20 minutes, service until 12:30 a.m. on Saturday)</li> </ul>
<b>5 Yellow</b>	<ul style="list-style-type: none"> <li>▪ Extend alignment from downtown Ames to ISU</li> <li>▪ Improve frequency to respond to additional residential growth on South Duff Avenue (20 minutes, one additional vehicle)</li> <li>▪ Provide later weekday evening service (11 p.m.)</li> <li>▪ Expand weekend hours of service and frequency (Saturday 8 a.m.-11 p.m., Sunday 8:30 a.m.- 11:00 p.m.)</li> </ul>
<b>6 Brown</b>	<ul style="list-style-type: none"> <li>▪ Provide later weekday evening service (11 p.m.)</li> <li>▪ Provide more frequent weekday service (20 minutes all day)</li> <li>▪ Expand weekend hours of service and frequency (20 minutes, service until 11 p.m.)</li> </ul>
<b>7 Purple</b>	<ul style="list-style-type: none"> <li>▪ Due to new development along Lincoln Way, improve frequency from 15 to 10 minute service in morning and to 15 minutes in afternoon</li> <li>▪ Operate all day on weekdays (7 a.m.-6:30 p.m.)</li> </ul>
<b>9 Plum</b>	<ul style="list-style-type: none"> <li>▪ Provide more frequent weekday evening service (20 minutes)</li> <li>▪ Add weekend service (20 minutes, Saturday 8 a.m. – 10:30 p.m., Sunday 8:30 a.m. – 10:30 p.m.)</li> </ul>
<b>12 Lilac</b>	<ul style="list-style-type: none"> <li>▪ Due to new development along Mortenson Road, improve frequency from 20 to 15 minute service in morning and to 15 minutes in afternoon</li> <li>▪ Operate all day on weekdays (7 a.m.-6:30 p.m.)</li> </ul>
<b>25 Peach</b>	<ul style="list-style-type: none"> <li>▪ Increase weekday frequency (30 minutes, one additional vehicle)</li> <li>▪ Add weekend service (60 minutes, Saturday and Sunday 7 a.m.-7 p.m.)</li> </ul>
<b>26 Gold</b>	<ul style="list-style-type: none"> <li>▪ Expand weekday hours of service (until 12:30 a.m.)</li> <li>▪ Provide more frequent weekday evening service (20 minutes)</li> <li>▪ Add weekend service (20 minutes, Saturday 8 a.m. – 12:30 a.m., Sunday 8:30 a.m. – 11:30 p.m.)</li> </ul>
<b>Innovative Transit Zone</b>	<ul style="list-style-type: none"> <li>▪ Potential for re-introducing fixed-route service based on demand at a future date</li> </ul>
<b>New Service: Applied Sciences</b>	<ul style="list-style-type: none"> <li>▪ Applied Sciences service (60 minutes, 7 a.m.-7 p.m.)</li> </ul>
<b>New Service: Research Park North Loop</b>	<ul style="list-style-type: none"> <li>▪ Research Park North Loop service (60 minutes, 7 a.m.-7 p.m.)</li> </ul>
<b>New Service: Campustown-Downtown-North Grand Mall</b>	<ul style="list-style-type: none"> <li>▪ Campustown-Downtown-North Grand Mall service (60 minutes, 7 a.m.-7 p.m.)</li> </ul>
<b>New Service: Somerset/North Ames Innovative Transit Zone</b>	<ul style="list-style-type: none"> <li>▪ New Innovative Transit Service Zone for Somerset/North Ames</li> </ul>



## SUMMARIZED FALL SERVICE CUSTOMER COMMENTS/SUGGESTIONS BY ROUTE

- 72 customer comments
- 118 suggestions

### #1 Red Route

# of Req.	Route Requests	Staff Perspective
1	Earlier trips at 6:25 AM	May be possible through scheduling next year

### #2 Green Route

# of Req.	Route Requests	Staff Perspective
1	Transfer times from Red route to not connect at City Hall – travel is longer	Can take Red to Gold and maintain same travel time as before

### #5 Yellow Route

# of Req.	Route Requests	Staff Perspective
1	Need later night service	Would increase expenses

### #6 Brown Route

# of Req.	Route Requests	Staff Perspective
5	Need pedestrian crossing signal on Stange	Asked City's Traffic Dept. to evaluate this location for a signal
3	Brown route operate through SUV Northbound on weekends	Staff will review; possible increased expenses and confusion for passengers
1	Earlier trips in AM	Would increase expenses
2	Longer evening service hours	Would increase expenses
1	More trips before 8 am/more capacity at 8:40 am	Would increase expenses
1	More capacity at 5 pm instead of waiting 20 mins. for next bus	Will look at capacity of trip at 5 and 5:20 pm to determine if an extra bus is needed
1	Add N. Loop Drive stop back on route	Would increase expenses

### #7 Purple Route

# of Req.	Route Requests	Staff Perspective
1	Need later night service	Would increase expenses

### #9 Plum Route

# of Req.	Route Requests	Staff Perspective
1	Need weekend service	Would increase expenses
1	Need more frequent service	Would increase expenses
1	Later night service	Would increase expenses

### #11 Cherry Route

# of Req.	Route Requests	Staff Perspective
6	Route needs to circulate through campus	Would increase expenses, increase congestion on Osborn Dr.
5	Need later night service	Would increase expenses
2	More AM trips	Would increase expenses
1	Add a new bus stop at new apts.	Completed Aug. 23
1	Need service during breaks	Would increase expenses

### #12 Lilac Route

# of Req.	Route Requests	Staff Perspective
13	Route needs to circulate through campus	Would increase expenses, increase congestion on Osborn Dr.
10	Need to add mid-day service	Would increase expenses
5	Need pedestrian crossing signal on S. Dakota	Asked City's Traffic Dept. to evaluate this location for a signal
3	Need later night service	Would increase expenses
2	Add bus stop (southbound on S. Dakota @ Steinbeck	Added Aug. 30
2	Operate service on breaks	Would increase expenses
2	Operate service on weekends	Would increase expenses
1	Need earlier trips in AM	Would increase expenses

### #14 Peach Route

# of Req.	Route Requests	Staff Perspective
17	Need more frequent service	Would increase expenses
2	Modify route to operate on Wheeler	Could implement at no cost SB
1	Need later night service	Would increase expenses
1	Modify route to operate on Wheeler	May be possible on demand
1	Needs to be a free circulator service	Would reduce revenues; impact entire route
1	Modify route to operate through SUV	Would increase expenses

### #25 Gold Route

# of Req.	Route Requests	Staff Perspective
6	Need service on breaks	Would increase expenses
4	Need pedestrian crossing signal on Stange	Asked City's Traffic Dept. to evaluate this location for a signal
3	Need service on the weekends	Would increase expenses
1	Need to operate service during the summer	Would increase expenses
1	Need additional AM trip	Added Aug. 27
2	Later night service	Would increase expenses

### EASE Zone Service

# of Req.	Route Requests	Staff Perspective
1	Need 9 am service at DMACC	Will survey customers this fall and determine if the schedule can be modified

### Other

# of Req.	Route Requests	Staff Perspective
1	Need to guarantee transfers on campus	Would increase expenses
1	Provide service on all routes to arrive for 7:00, 7:30 and 8:00 am start times and 4:00, 4:30 and 5:00 pm end times	Would increase expenses
1	New service does not work	-----

## Changes with the Highest Number of Requests

Route #	# of Req.	Route Requests	Staff Perspective
11/12	19	Route needs to circulate through campus	Would increase expenses, increase congestion on Osborn Dr.
14	17	Need more frequent service	Would increase expenses
12	10	Need to add mid-day service	Would increase expenses
6/25	9	Need pedestrian crossing signal on Stange	Asked City's Traffic Dept. to evaluate this location for a signal
25	6	Need service on breaks	Would increase expenses
11	5	Need later night service	Would increase expenses
12	5	Need pedestrian crossing signal on S. Dakota	Asked City's Traffic Dept. to evaluate this location for a signal
25	3	Need service on the weekends	Would increase expenses
6	3	Brown route operate through SUV Northbound on weekends	Staff will review; possible increased expenses and confusion for passengers
12	3	Need later night service	Would increase expenses
14	2	Modify route to operate on Wheeler	Could implement SB only
11	2	More AM trips	Would increase expenses
12	2	Operate service on breaks	Would increase expenses
12	2	Operate service on weekends	Would increase expenses
6	2	Need later night service	Would increase expenses
25	2	Need later night service	Would increase expenses

## Potential 2019-2020 Service Change Summary

Service	Description	Route Ridership Aug. – Sept. Ridership	Cost Estimate	Customer Suggestion Addressed/# Requests
#11 Cherry - Evening	One bus, operating every 40 mins. during the school year	70,697	\$39,706	Later night service/5
#11 Cherry Breaks	One bus, operating every 40 mins. during breaks	70,697	\$13,876	Need service during breaks/1
#12 Lilac - Midday	One bus, operating every 20 mins. during the school year	16,495	\$69,248	Add midday service/10
#14 Peach - Option 1 – All Day	One bus, operating every 30 mins., year-round, all day	4,810	\$165,675	Need more frequent service/17
#14 Peach Option 2 – Peak Times	One bus, operating every 30 mins., year-round, from 7 – 10 am and 3 – 6 pm. Between 10 am and 3 pm, service would remain at 60-min. (1 per hour) level.	4,810	\$93,122	Need more frequent service/17
#25 Gold - Evening	One bus, operating every 40 mins. year round from 10 pm to 12:30 am	138,917	\$21,652	Later night service/1
#25 Gold Breaks/Summer	One bus, operating every 40 mins. during school breaks and over the summer. Operating from 7:30 am to 10 pm from SUV to campus only.	138,917	\$161,800	Need to operate service over the summer and breaks/7
#25 Gold - Weekdays	Reduce buses operated on route by one during the weekdays. Service every 12 mins (5 per hour).	138,917	(\$76,913)	Staff Observation
Three Earlier AM Trips	Three buses operating one earlier trip on various routes, year round	947	\$24,300	Staff Observation
<b>Total Increase</b>			\$423,704- \$496,257	
<b>Total Decrease</b>			(\$76,913)	

**CITY OF AMES, Iowa**

**MEMO TO:** Ames Transit Board of Trustees  
**FROM:** Sheri Kyras  
**DATE:** October 24, 2018  
**SUBJECT:** Facility Site Analysis – Fatal Flaw Analysis

**BACKGROUND:** At the September board meeting, staff presented information regarding the results of the Facility Site Study - fatal flaw analysis. This analysis reduced the number of possible sites from 188 to 66. The board approved two additional criteria at this meeting – minimum of 15 acre sites, eliminating sites east of I-35. With these additional criteria, 17 sites remained.

Additionally, board members requested that sites west of Ames be included for consideration.

**INFORMATION:** Since the September meeting, staff has continued reviewing the remaining 17 original sites and identifying parcels west of Ames. The results of this work are described below.

**Refinement of Remaining Original Sites**

Of the remaining 17 sites, four are city sites, of which three are near the airport. CyRide staff requested City of Ames Public Works Department staff to review the three airport sites and provide feedback. A fourth city parcel located on E. 5<sup>th</sup> St. was also reviewed by Water/Electric department staff for feedback on whether this site could be available for CyRide’s second site. These sites (see attached site maps) are located at:

1. 3800 Riverside Dr. (site near airport)
2. 4600 Riverside Dr. (site near airport)
3. 623 Airport Rd. (site near parcel)
4. 700 E. 5<sup>th</sup> St. (water/electric parcel)

Based on city staff review, all above parcels are currently either committed to other purposes (solar farm or ash farms for water/electric purposes) or cannot be considered due to Federal Aviation requirements for a “clear zone” and other federal restrictions.

Additionally, the School District parcel identified as a partnership site on Mortenson Rd. (see address below and attached site map) has been reserved for a future city facility at this time and would not be able to be considered for CyRide’s second facility. This would eliminate the School District and two ISU’s parcels on Mortensen Rd./State St. from consideration listed on the next page.

- 3915 Mortensen Rd. (school district parcel)
- 3399 Mortensen Rd. (ISU parcel)
- 601 State Street (ISU parcel)

Therefore, ten original sites remain (see attached maps of sites entitled, “Original Parcels Remaining.”)

### **Sites West of Ames**

CyRide staff has worked with the City of Ames GIS coordinator to identify sites west of Ames for consideration as a second facility site. Based on discussions with city staff, the following three criteria were used to identify possible vacant parcels west of Ames for consideration. Sites:

1. With at least 15 acres
2. Within 1 mile of the Ames city limits
3. On a paved road

The results of this analysis are currently being completed and will be presented to the board at the meeting.

Staff would prefer to have a maximum of ten sites on which to complete a more detailed analysis (building layout within the site, construction costs and CyRide operating costs). Therefore, staff is seeking board input on a methodology to further reduce the number of possible locations. A map of the ten original remaining sites and the added sites west of the Ames city limits will be provided at the meeting.

### **ALTERNATIVES:**

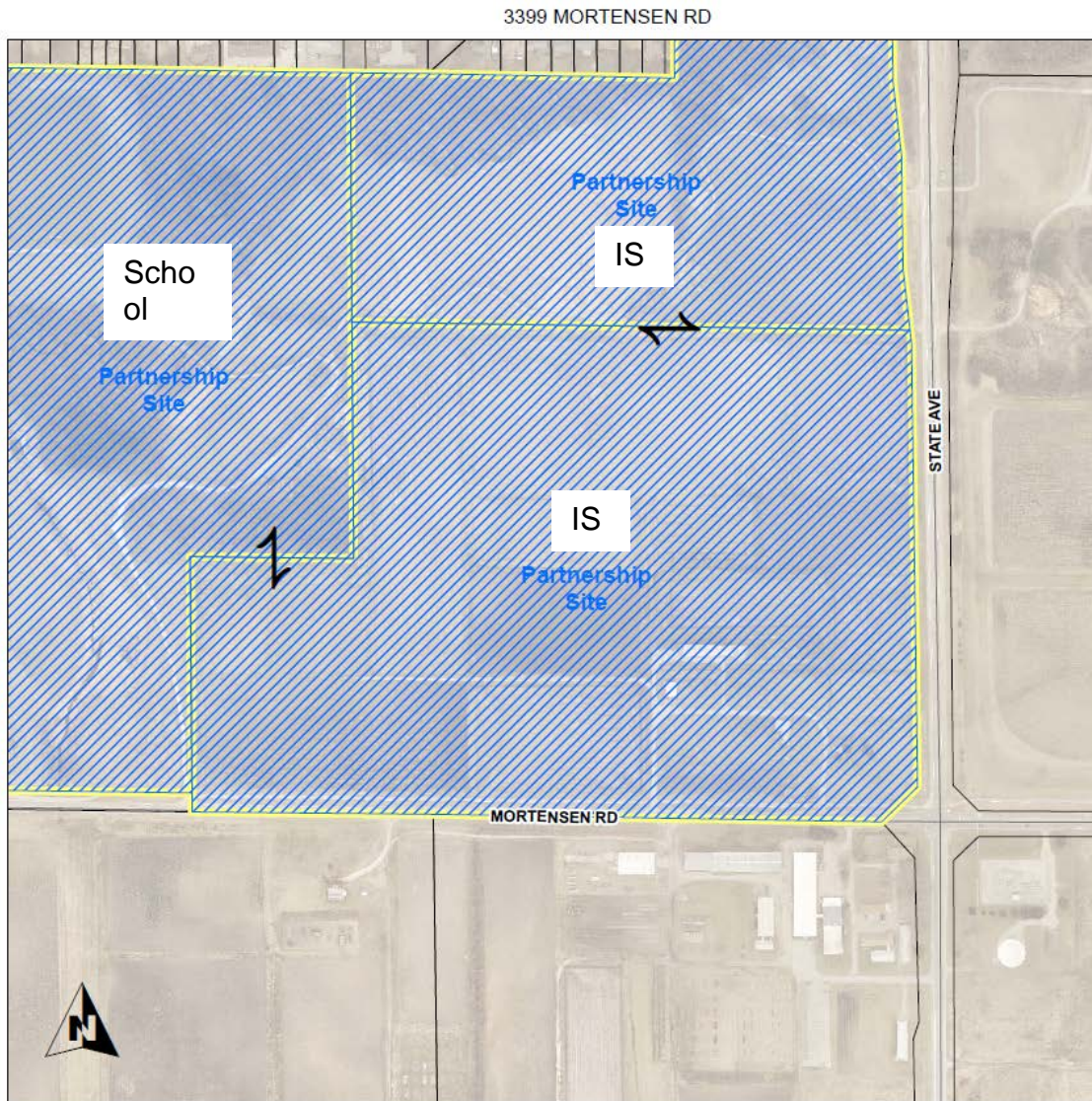
1. Direct staff to apply additional board-directed criteria to the “original remaining” and “west of Ames sites” and begin a detailed analysis of all sites that remain.
2. Direct staff to eliminate specific sites, based on board discussions, and begin a detailed analysis of all sites that remain.
3. Do not continue the Facility Site Analysis.

### **RECOMMENDATION:**

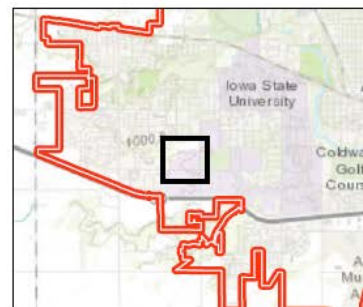
The Transit Director recommends either Alternative #1 or #2, whichever the board prefers, in narrowing the potential sites to no more than ten for further analysis. CyRide will enlist the assistance of an architectural firm over the next few months to assist in providing more detailed information and believes that the top ten locations would provide an adequate level of sites for consideration, while at the same time balancing the cost to develop the information.


# Eliminated Parcels

(3915 and 3399 Mortensen Rd. and 601 State Street – Partnership Sites)



Property Address: **3399 MORTENSEN RD**  
Property ID: **0908425010**  
Approx. Acres: **95.25**  
Ownership: **Iowa State University**  
Owner Name: **IOWA STATE UNIVERSITY**  
Partnership Site: **Yes**  
Site Analysis: **ACTIVE**  
Reason for Inactive Status: **N/A**



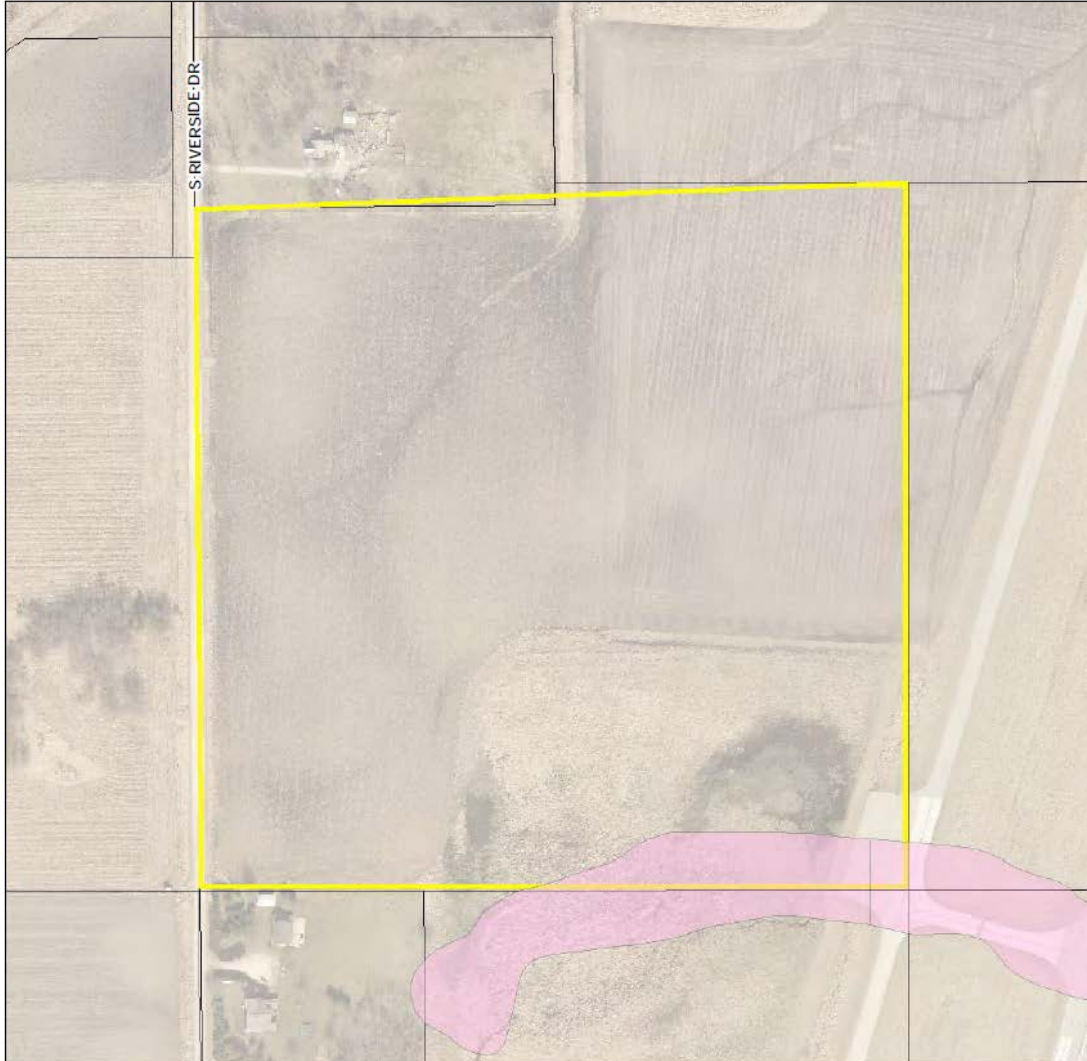
 Subject Property  Partnership Site  Adjoining Parcel



# Eliminated Parcels

(3800 Riverside Dr.)

3800 S RIVERSIDE DR



Property Address: 3800 S RIVERSIDE DR

Property ID: 0922200305

Approx. Acres: 39.1

Ownership: City of Ames

Owner Name: AMES, CITY OF

Short Legal Desc: SECTION:22 TOWNSHIP:83 RANGE:24  
SW NE EX APPROX N60' W680.62'  
AMES

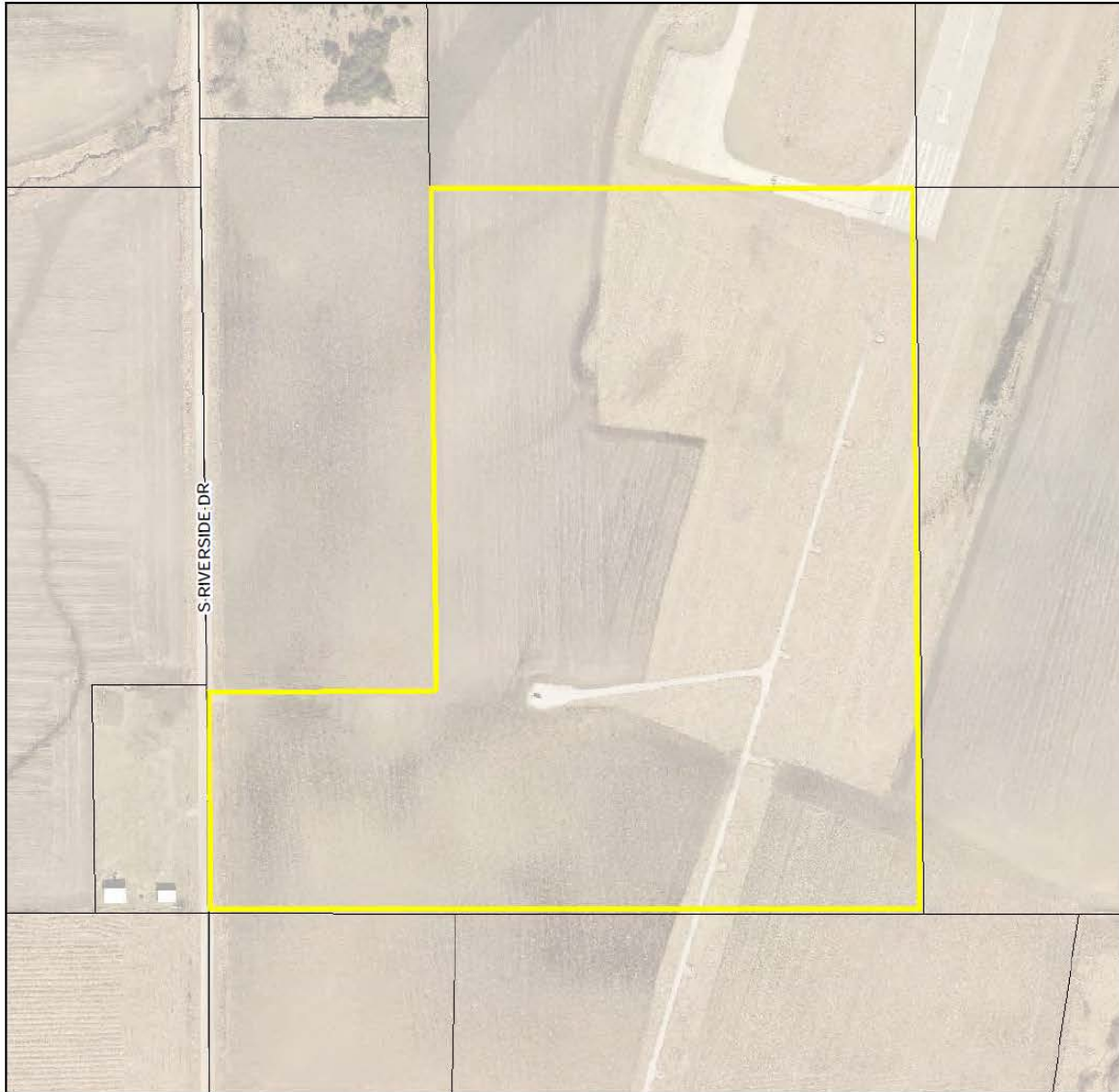


Legend:   
General Flood Plain Overlay (pink)   
Floodway Fringe Overlay (light blue)   
Floodway Overlay (blue)   
Subject Property (yellow outline)   
Partnership Site (hatched)   
Adjoining Parcel (arrow)

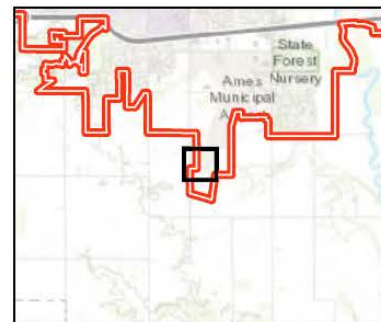
# Eliminated Parcels

(4600 Riverside Dr.)

4600 S RIVERSIDE DR



Property Address: 4600 S RIVERSIDE DR  
Property ID: 0922400320  
Approx. Acres: 30.9  
Ownership: City of Ames  
Owner Name: AMES, CITY OF  
Short Legal Desc: SECTION:22 TOWNSHIP:83 RANGE:24  
SW SE EX N912.85' W417.7'  
AMES

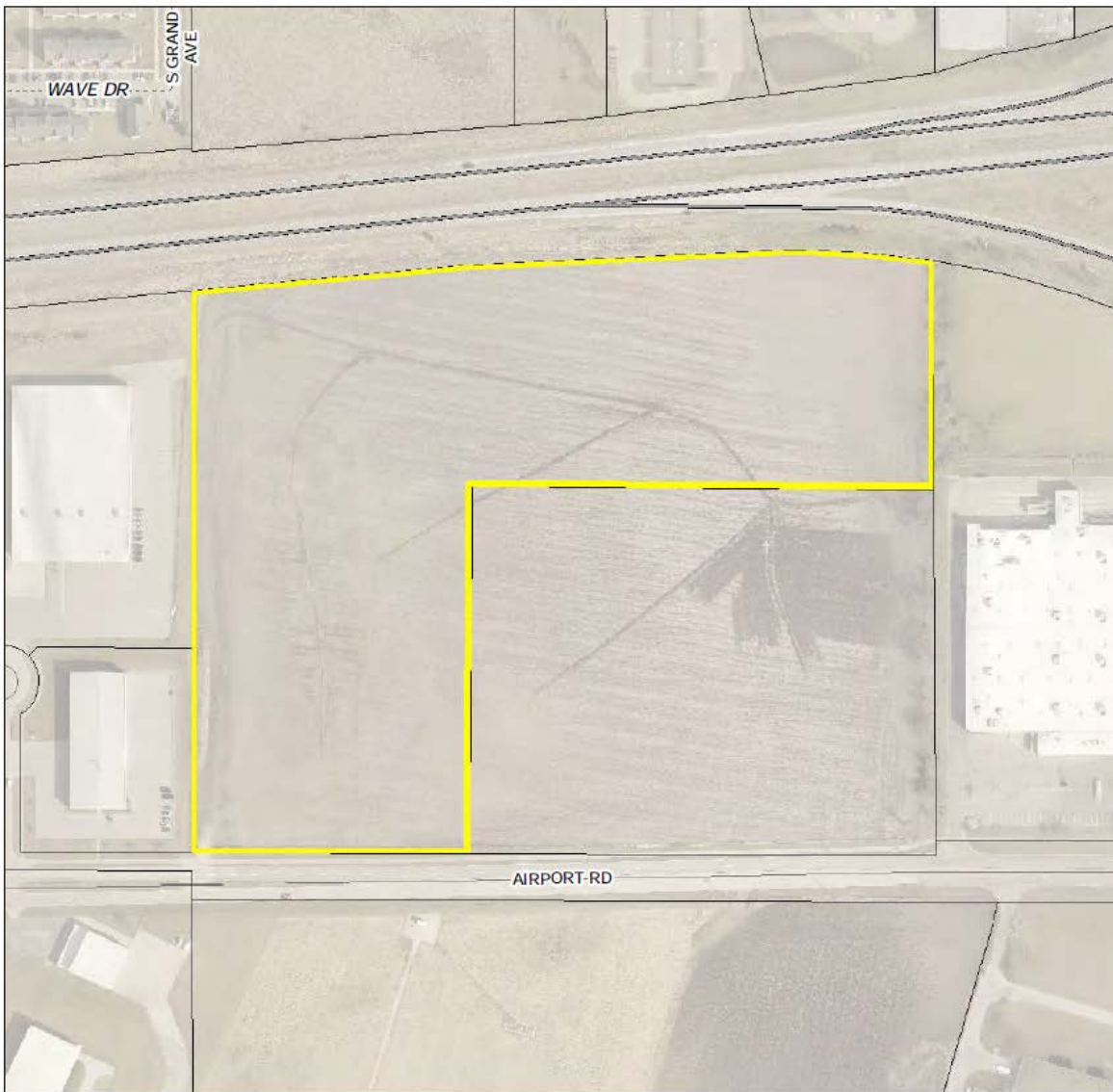


General Flood Plain Overlay Floodway Fringe Overlay Floodway Overlay Subject Property Partnership Site Adjoining Parcel

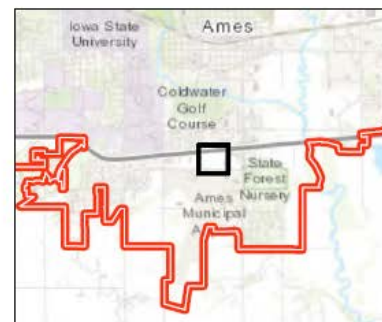
# Eliminated Parcels

(623 Airport Rd.)

623 AIRPORT RD REAR



Property Address: 623 AIRPORT RD REAR  
Property ID: 0914150010  
Approx. Acres: 21.5  
Ownership: City of Ames  
Owner Name: AMES, CITY OF  
Short Legal Desc: SECTION:14 TOWNSHIP:83 RANGE:24  
SW NW S HWY EX S650' E816.6'  
AMES

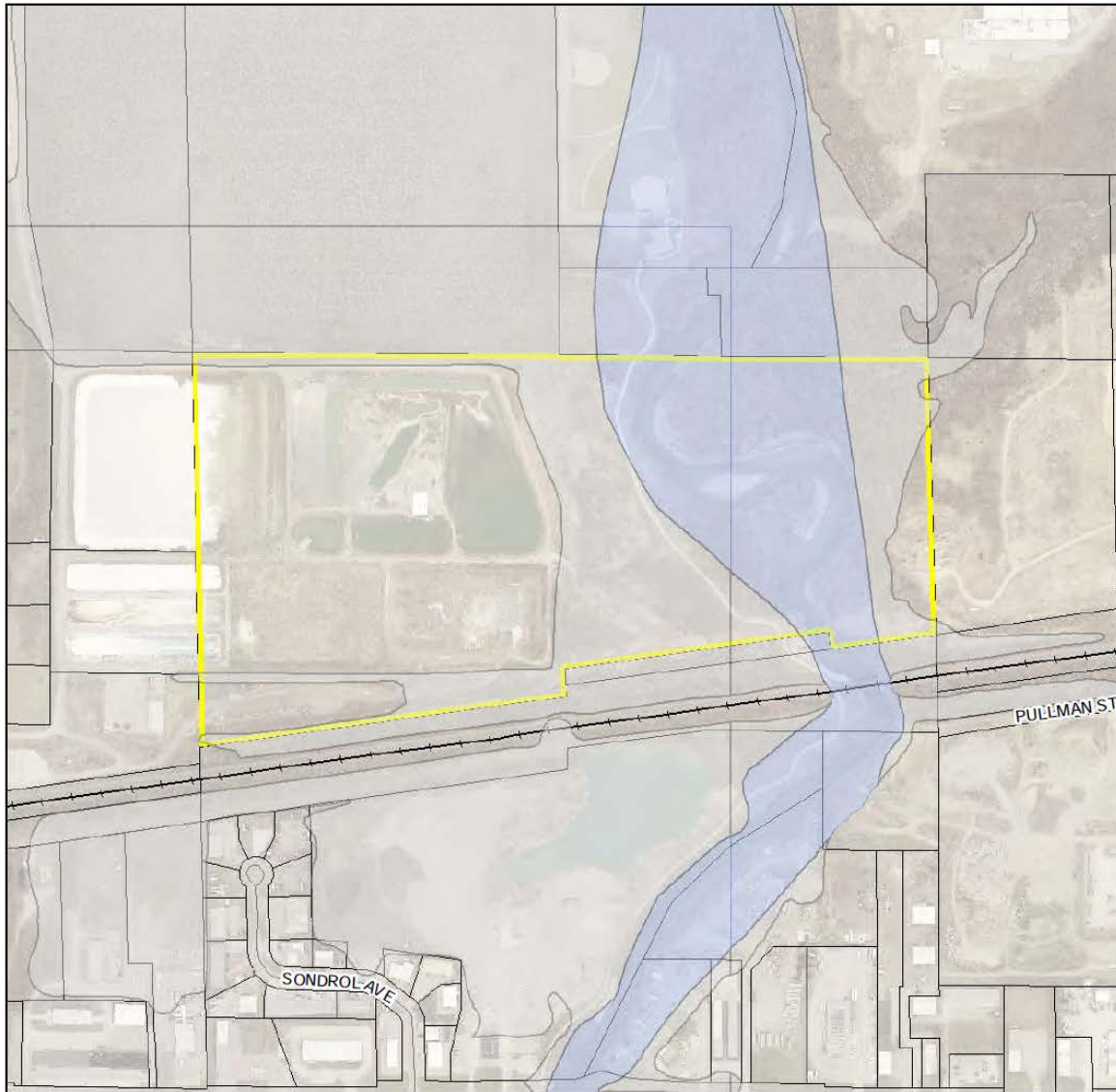


General Flood Plain Overlay Floodway Fringe Overlay Floodway Overlay Subject Property Partnership Site Adjoining Parcel

# Eliminated Parcels

(700 E. 5<sup>th</sup> St.)

700 E 5TH ST



Property Address: 700 E 5TH ST

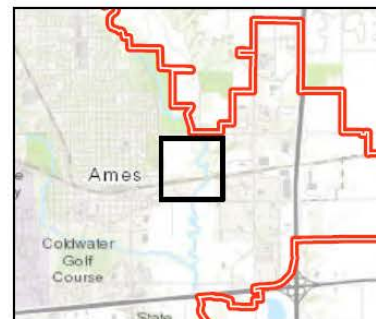
Property ID: 0901300010

Approx. Acres: 30.3

Ownership: City of Ames

Owner Name: AMES, CITY OF

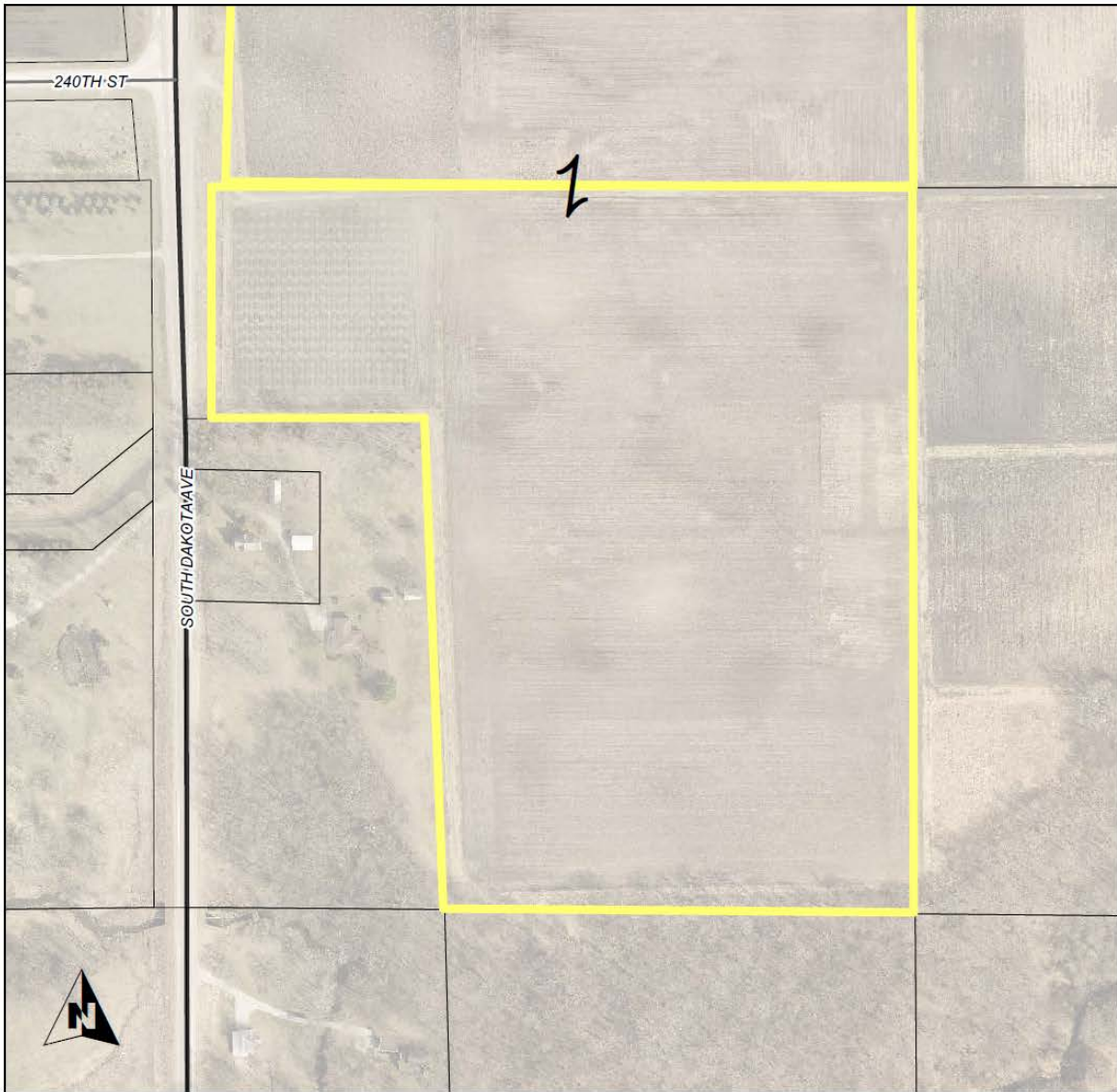
Short Legal Desc: SECTION:01 TOWNSHIP:83 RANGE:24  
NW SW N OF RR & NE SW N OF RR & W RIVER  
EX S190'W1250' & EX CITY'S AMES



General Flood Plain Overlay Floodway Fringe Overlay Floodway Overlay Subject Property Partnership Site Adjoining Parcel

# Original Parcels Remaining

(Curtis Farm West – Parcel 1)



Property Address:

Property ID: 0917100320

Approx. Acres: 55.39

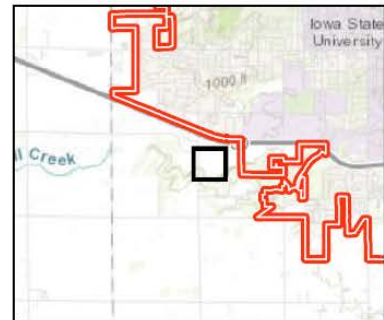
Ownership: Iowa State University




Owner Name: ISU FOUNDATION

Partnership Site: Yes

Site Analysis: ACTIVE

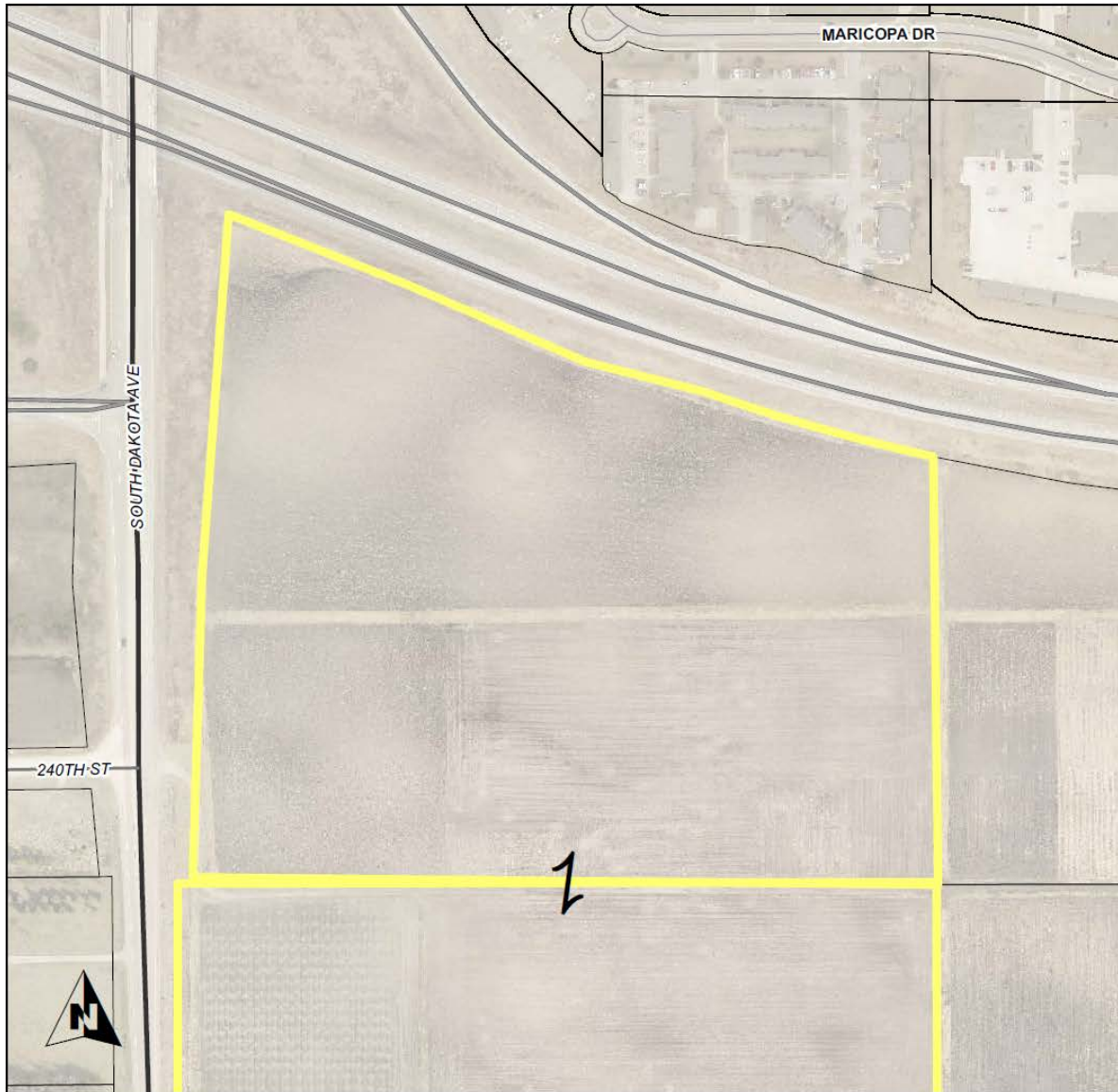
Reason for Inactive Status: N/A



 Subject Property  Partnership Site  Adjoining Parcel

# Original Parcels Remaining

(Curtis Farm West – Parcel 2)



Property Address:

Property ID: 0917100115

Approx. Acres: 46.44

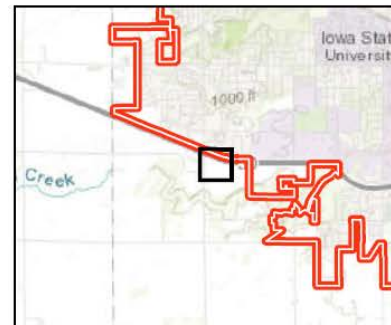
Ownership: Iowa State University

Owner Name: ISU FOUNDATION

Partnership Site: Yes

Site Analysis: ACTIVE

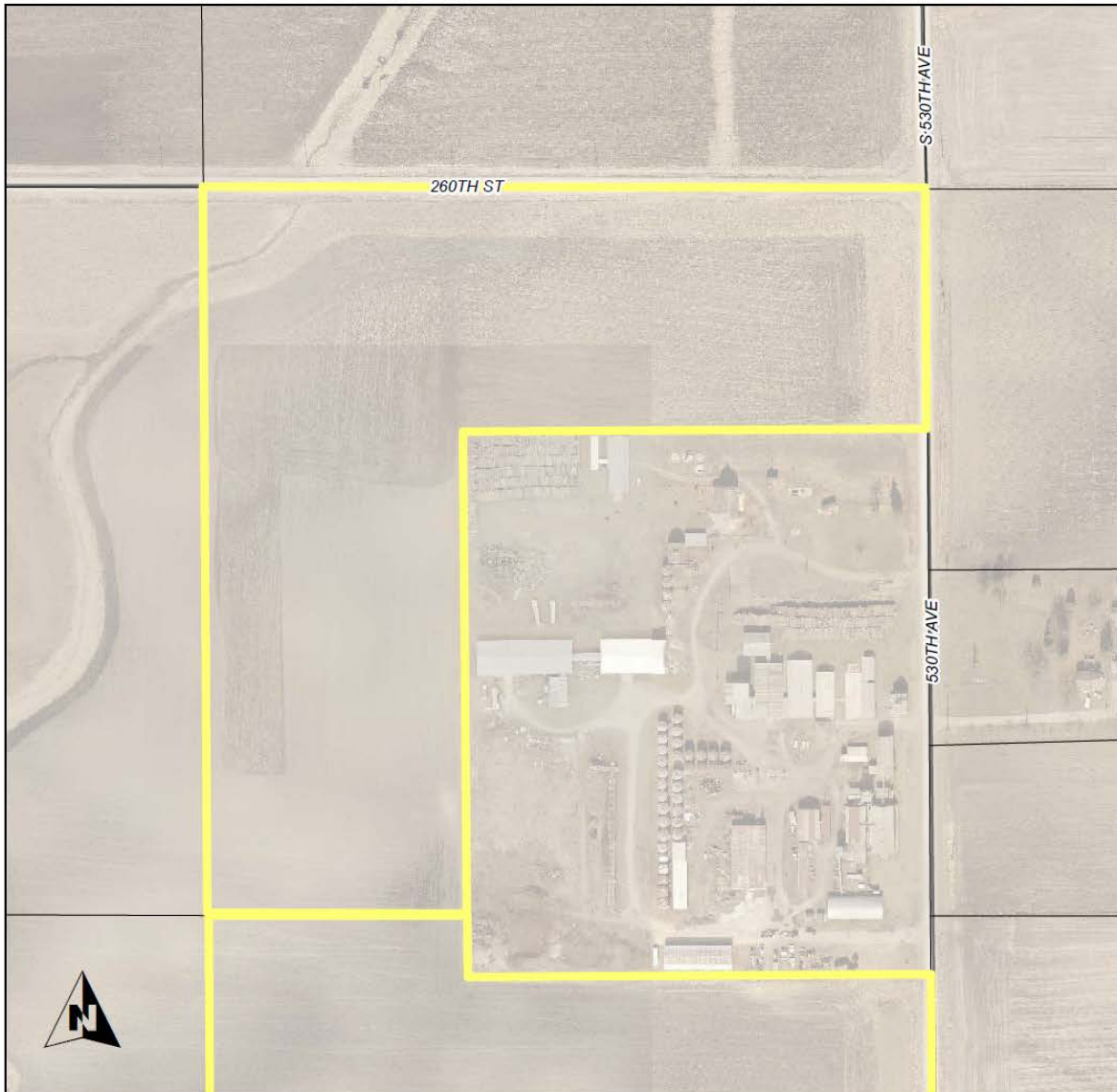
Reason for Inactive Status: N/A



 Subject Property  Partnership Site  Adjoining Parcel )

# Original Parcels Remaining

(University Blvd – South of Research Park – Parcel 1)



Property Address:

Property ID: **0928200205**

Approx. Acres: **41.41**

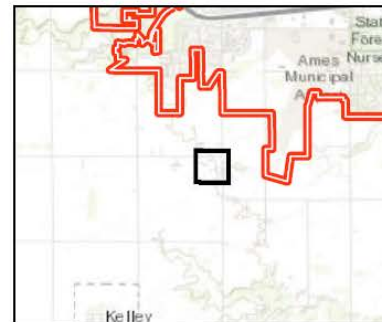
Ownership: **Iowa State University**

Owner Name: **STATE OF IOWA**

Partnership Site: **No**

Site Analysis: **ACTIVE**

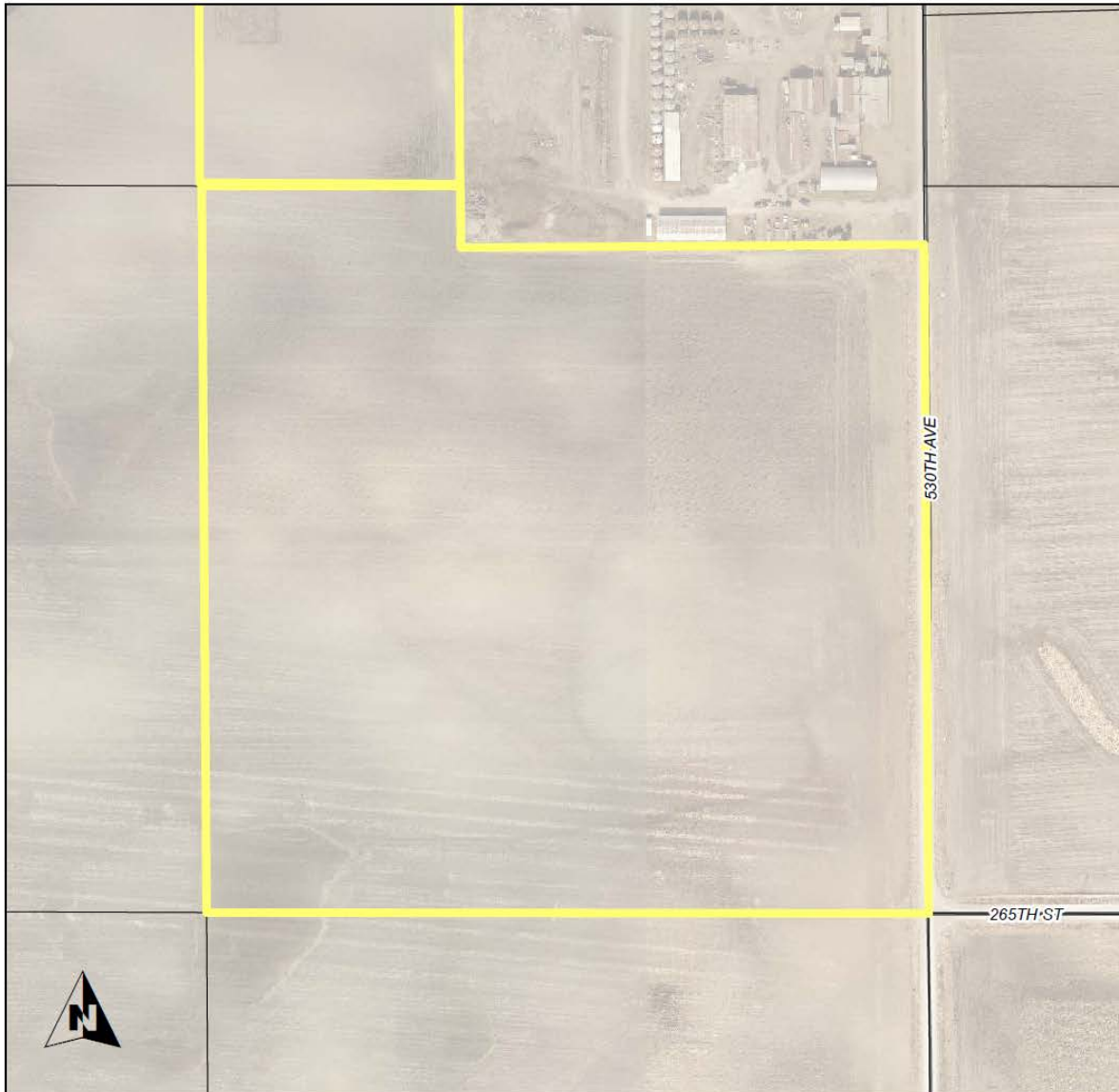
Reason for Inactive Status: **N/A**



 Subject Property  Partnership Site  Adjoining Parcel

# Original Parcels Remaining

(University Blvd – South of Research Park – Parcel 2)



Property Address: **CX**

Property ID: **0928200405**

Approx. Acres: **68.4**

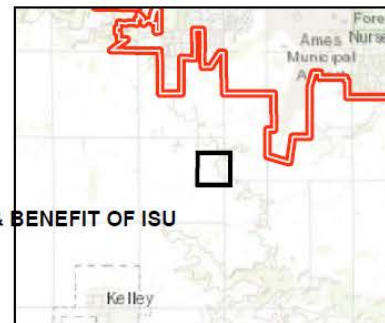
Ownership: **Iowa State University**

Owner Name: **BOARD OF REGENTS, STATE OF IOWA FOR USE & BENEFIT OF ISU**

Partnership Site: **No**

Site Analysis: **ACTIVE**

Reason for Inactive Status: **N/A**



Subject Property 
 /// Partnership Site
↔ Adjoining Parcel



# Original Parcels Remaining

(1900 State Street, South of Hwy. 30)

1900 STATE AVE



Property Address: 1900 STATE AVE

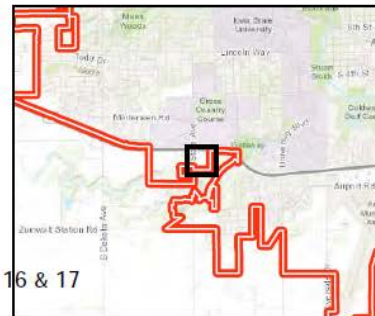
Property ID: 0916125100

Approx. Acres:

Ownership: State of Iowa

Owner Name: IOWA, STATE OF

Short Legal Desc: CHRISTENSENS (ANTON) SD W25 AC EX HY LOTS 16 & 17

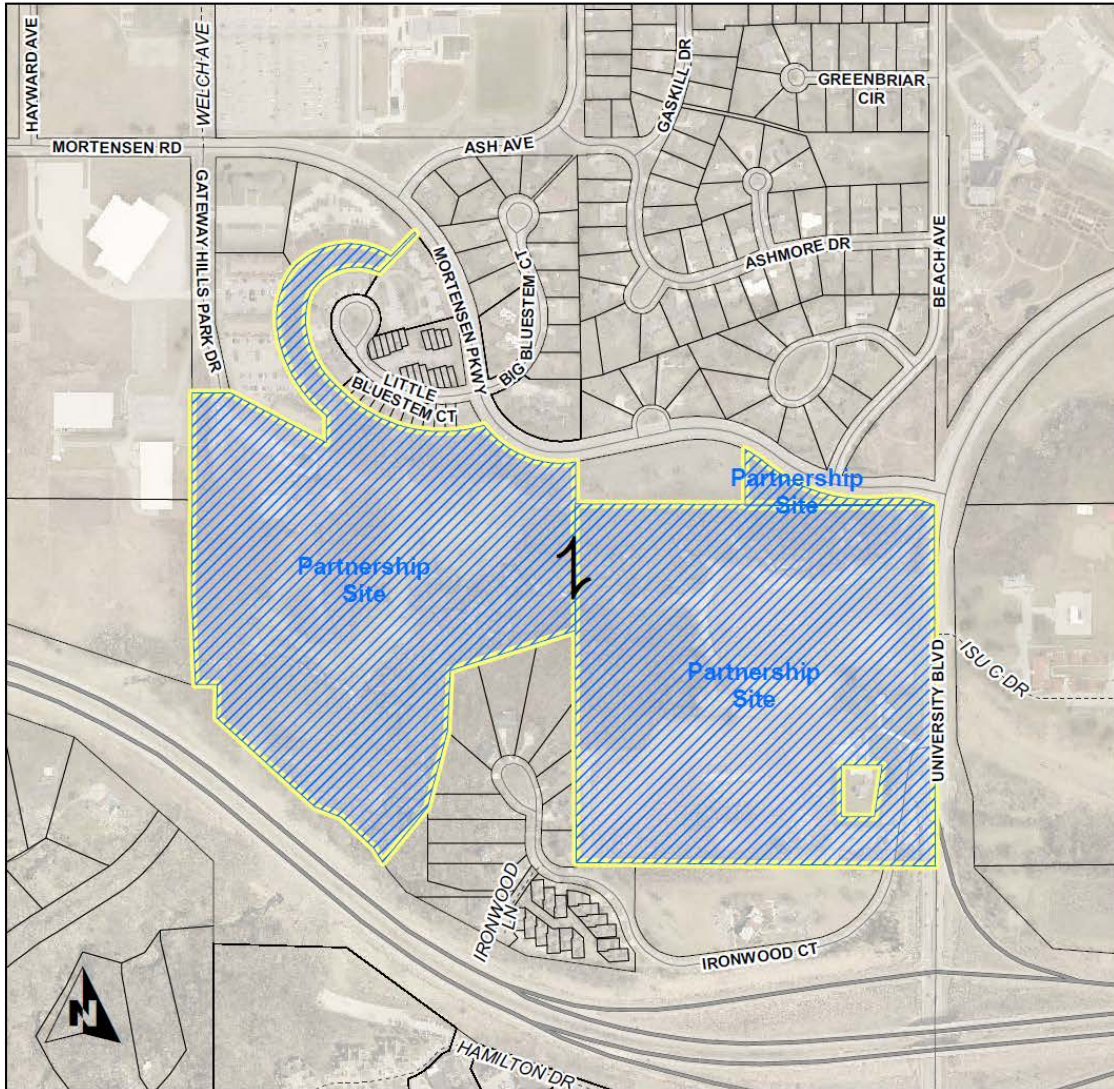


Legend:   
 - General Flood Plain Overlay   
 - Floodway Fringe Overlay   
 - Floodway Overlay   
 - Subject Property   
 - Partnership Site   
 - Adjoining Parcel

# Original Parcels Remaining

(Gateway Hills-Mortensen Rd. - Partnership Sites)

1500 GATEWAY HILLS PK DR



Property Address: **1500 GATEWAY HILLS PK DR**

Property ID: **0909450010**

Approx. Acres: **73.1**

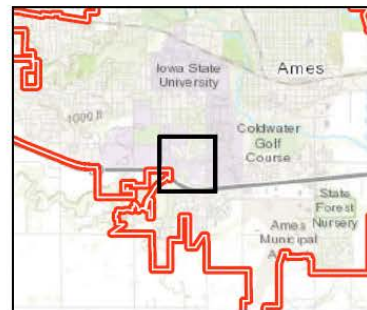
Ownership: **City of Ames**


Owner Name: **AMES, CITY OF**

Partnership Site: **Yes**

Site Analysis: **ACTIVE**

Reason for Inactive Status: **N/A**

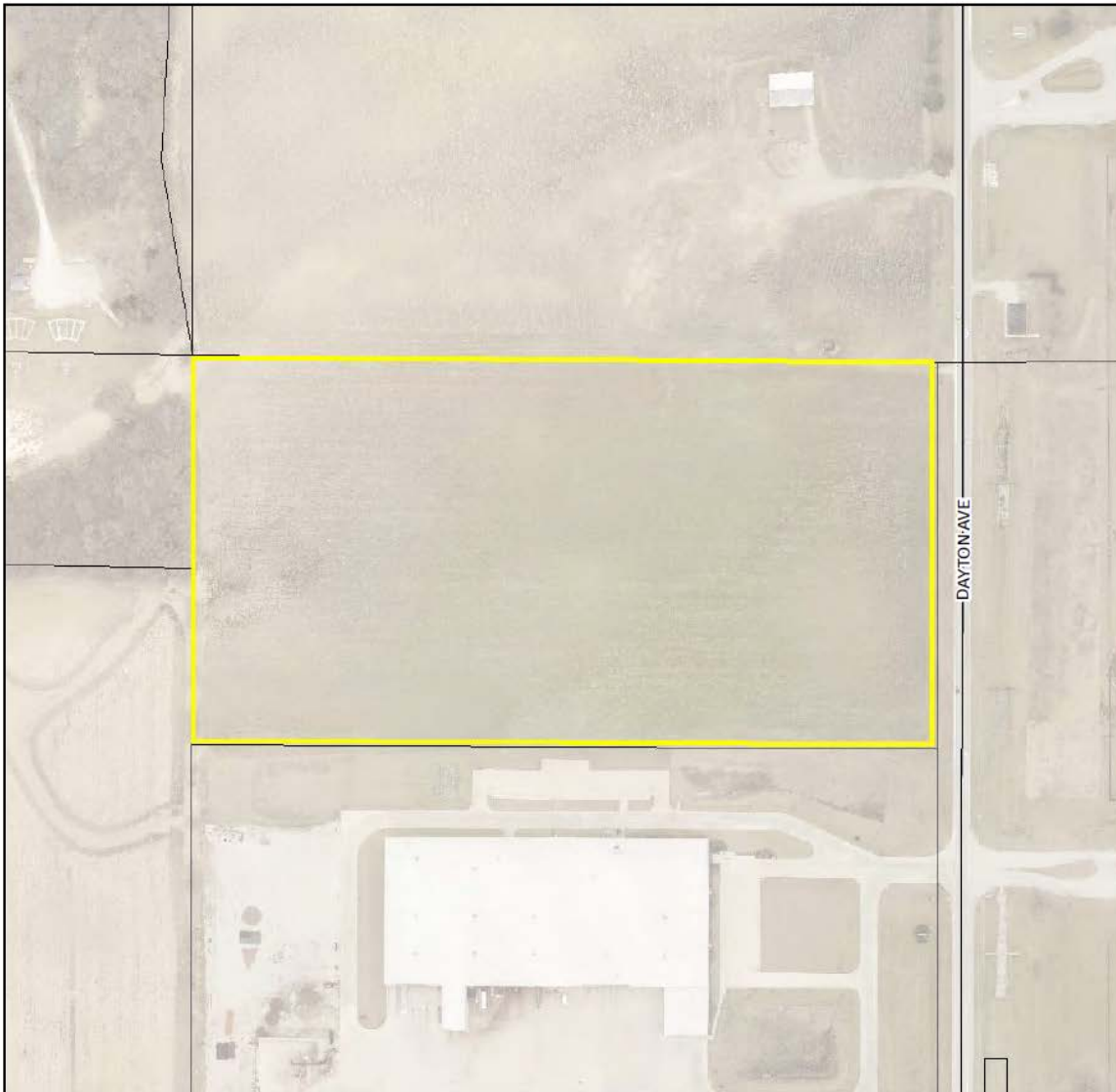


 Subject Property  Partnership Site  Adjoining Parcel

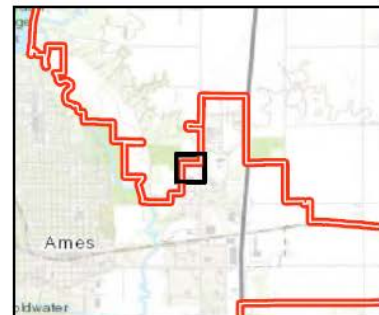
# Original Parcels Remaining

(1825 Dayton Ave.)

1825 DAYTON AVE



Property Address: 1825 DAYTON AVE  
Property ID: 0536425100  
Approx. Acres: 19.3  
Ownership: Privately Owned  
Owner Name: BECKER-UNDERWOOD INC  
Short Legal Desc: BAILEY SD 1ST ADD LOT:2  
AMES

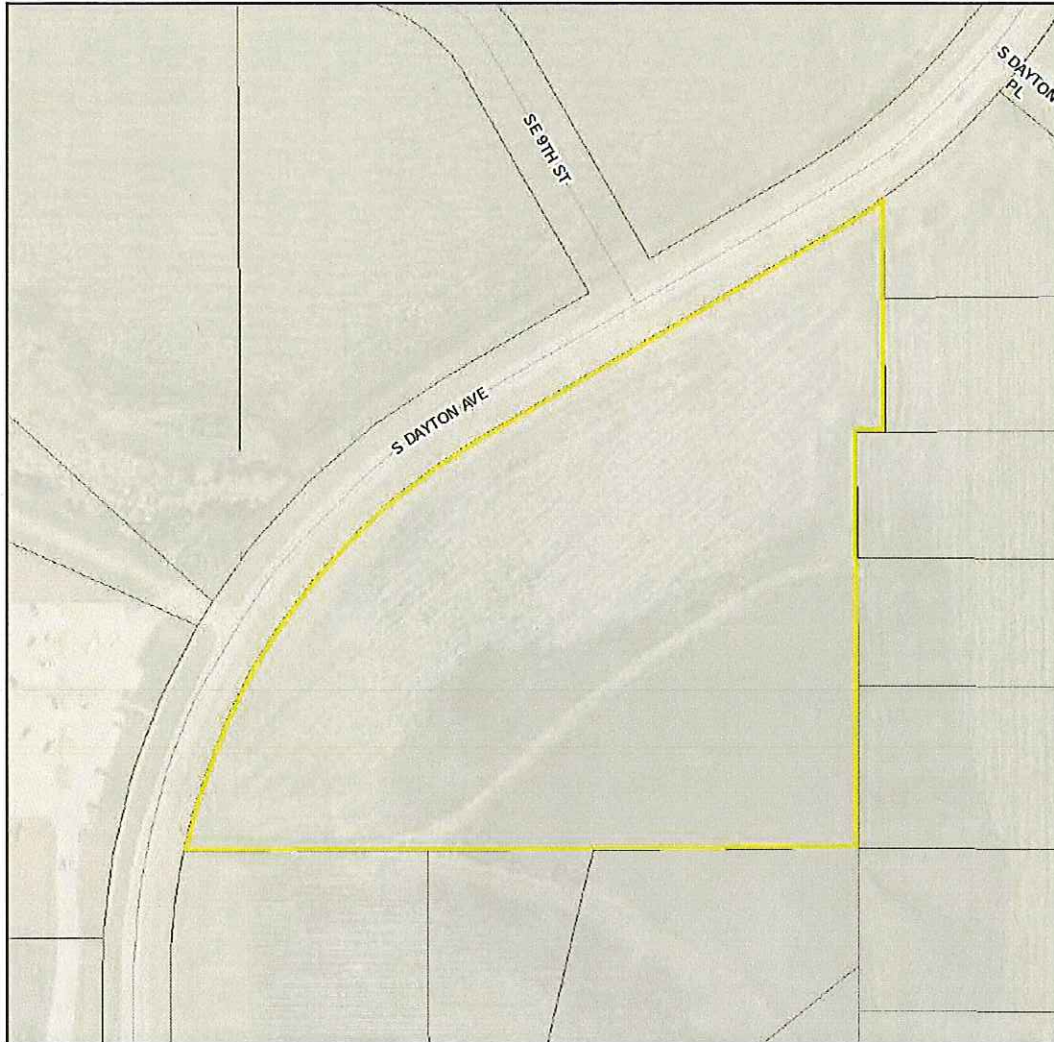


Legend:   
General Flood Plain Overlay (pink box)   
Floodway Fringe Overlay (grey box)   
Floodway Overlay (blue box)   
Subject Property (yellow box)   
Partnership Site (blue hatched box)   
Adjoining Parcel (black arrow) )

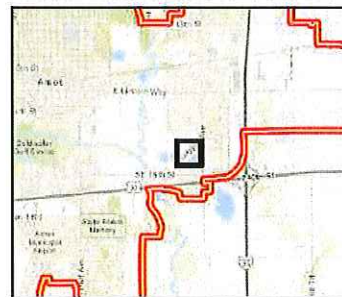
# Original Parcels Remaining

(1100 S. Dayton Ave.)

1100 S DAYTON AVE



Property Address: 1100 S DAYTON AVE  
Property ID: 0912476000  
Approx. Acres: 13.7  
Ownership: Privately Owned  
Owner Name: SOUTH DAYTON DEVELOPMENT LC  
Short Legal Desc: SOUTH GATEWAY DEVELOPMENT  
OUTLOT 1  
AMES

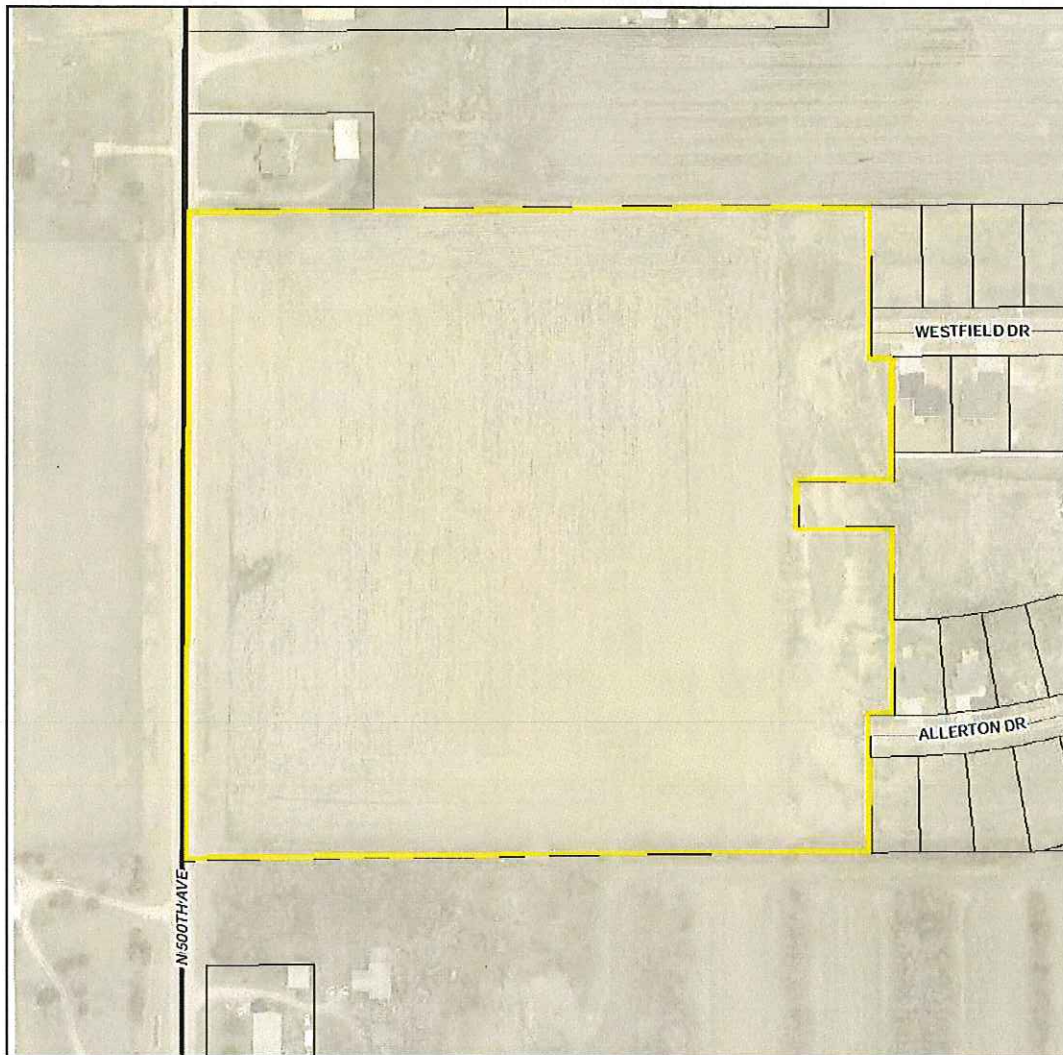


General Flood Plain Overlay Floodway Fringe Overlay Floodway Overlay Subject Property Partnership Site Adjoining Parcel

# Original Parcels Remaining

(5699 Westfield Dr.)

5699 WESTFIELD DR



Property Address: 5699 WESTFIELD DR

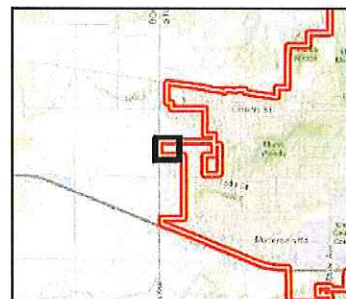
Property ID: 0906305002

Approx. Acres: 19.2

Ownership: Privately Owned

Owner Name: HUNZIKER LAND DEVELOPMENT CO LLC

Short Legal Desc: SUNSET RIDGE SD 6TH ADD  
OUTLOT KK AMES



General Flood Plain Overlay Floodway Fringe Overlay Floodway Overlay Subject Property Partnership Site Adjoining Parcel

## Transit Director's Report

October 2018

### 1. Monthly Financial Report

One of CyRide's two CyRide 2.0 performance measures established a financial goal – to end the fiscal year within .5% above or below budgeted expenses. Staff is in the process of developing a new tool for internal use to assess CyRide's expenses, as well as revenues, on a monthly basis to ensure that the new system is operating within budget constraints. Attached is a copy of the new report staff has developed for September 2018, which also includes year-to-date data. After the first quarter of the fiscal year, CyRide expenses are 1.5% below budgeted expenses, mainly due to lower fuel costs than budgeted; however, drivers wages are trending lower due to lower overtime costs and fewer driver hours required under the CyRide 2.0 system.

### 2. Iowa DOT Bus and Bus Facilities Grant Results

The Iowa DOT submitted two statewide federal Bus and Bus Facilities grants to replace buses past their useful life. This federal funding is a nationally-competitive grant program to replace aged buses throughout the nation. This program funds buses at 83%. The state's first grant was for rural and small urban transit system buses in Iowa. The second grant, for which CyRide buses were included, was for large urban systems. The results of the federal evaluation provided \$7 million dollars for the rural and small urban systems in Iowa **with no award for the large urban system grant**. However, this is the first step in the state's allocation of bus replacement dollars. There are also opportunities this year for two other funding programs for buses. It is hoped that CyRide will receive for 1-2 buses through these other programs; however their funding is at 80%. The Transit Board approved 80% funding for up to four buses this budget year.

### 3. Meeting with FTA Administrator

The Transit Director has been invited to a meeting in Kansas City with a small group of Midwest Directors to meet with the Federal Transit Administration (FTA) Administrator from Washington DC. This meeting will be held on October 25<sup>th</sup> and it is hoped that CyRide's Director can share with the Administrator the financial strain that is placed upon a small community with transit intensive ridership and advocate for increasing the Small Transit Intensive Cities (STIC) funding from 2% to 3% in future transportation bills. She also hopes to share thoughts on the impact of unfunded mandates on already stretched budgets, such as the new safety regulations where a new Chief Safety Officer position is required to meet federal regulations.

#### **4. Federal Drug Testing Changes**

CyRide was recently notified that, effective January 1, 2019, the Federal Transit Administration will be increasing the percent of covered employees that must be tested annually from 25% to 50%. As this is occurring mid-year, it will impact the budget this year and increase expenses for the 2019-2020 budget year as well. It will also take more time for supervisors to escort drivers for the test sites and to relieve drivers on route to be tested. These rates are set annually based on nationwide statistics on the number of positive test results.

# September 2018 Financial Report

Fixed Route	September 2018			Year-to-Date 7/1/18 to 09/30/2018		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	\$ 287,163	\$ 245,197	\$ 41,966	\$ 617,880	\$ 507,751	\$ 110,129
Operating Expenses	\$ 878,268	\$ 911,527	\$ (33,259)	\$ 2,081,904	\$ 2,113,996	\$ (32,092)
Variance	\$ (591,105)	\$ (666,330)	\$ 75,225	\$ (1,464,024)	\$ (1,606,245)	\$ 142,221
<b>Total</b>						<b><u>\$ 142,710</u></b>

## Dial-A-Ride

Dial-A-Ride	September 2018			Year-to-Date 7/1/18 to 09/30/2018		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	\$ 9,335	\$ 10,114	\$ (779)	\$ 29,589	\$ 31,546	\$ (1,958)
Operating Expenses	\$ 11,669	\$ 12,643	\$ (974)	\$ 36,986	\$ 39,433	\$ (2,447)
Variance	\$ (2,334)	\$ (2,529)	\$ 195	\$ (7,397)	\$ (7,887)	\$ 489

## Summary

### Monthly Summary

- Fixed Route Revenues for the month of September are higher than budgeted because State Operating Assistance, Advertising and General Fund Transfer were all higher than what was budgeted.
- Fixed Route Expenses for the month of September are lower than budgeted due to saving in the fixed route wages because of CyRide 2.0. Fuel for the month averaged \$2.34 per gallon saving \$0.41 per gallon budgeted.

### Year -to-Date Summary

- Fixed Route Revenues for the first quarter are higher because the State Operating Assistance was \$100,000 higher than budgeted for the month of August. Advertising was slightly higher for the quarter but Farebox revenue is down which can be associated with the decline in ridership.
- Fixed Route Expenses for the first quarter are lower than budgeted due to lower fuel prices and fixed route wages coming in less than budgeted.



# November 2018

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