

AMES TRANSIT AGENCY BOARD OF TRUSTEES

AMES, IOWA

August 8, 2019

The Ames Transit Agency Board of Trustees met on August 8, 2019 at 4:15 p.m. in CyRide's Conference room. President Bibiloni called the meeting to order at 4:15 p.m. with Trustees, Jeffrey and Nelson were present, and President Bibiloni and Trustee Schrader were brought into the meeting telephonically. Absent: Trustees Cain and Schainker.

Public in Attendance: Sarah Lawrence, ISU Facilities Planning & Management.

Approval of June 13, 2019 Minutes: Trustee Nelson made a motion to adopt the June 13, 2019, transit board minutes as presented and Trustee Jeffrey seconded the motion. (Ayes: Four. Nays: None.) Motion carried.

Public Comments: Interim Director Neal said she met with a mother of an Ames High School student who was concerned about the lack of bus service in the summer and the limited service to Ames High School during the school year. She explained the meeting with the mother provided good discussion and the mother would like the board to consider offering additional service to the Ames High School from 6:00am – 9:00am and 3:00pm – 6:00pm so students would have easy access to the bus before and after school activities.

Interim Director Neal stated that she and Rob Jennings, Transit Scheduler/Administrative Analyst, met with Jean Muhammad, Student and Family Advocate from Ames High School. Ms. Muhammad oversees the distribution of CyRide bus tickets to Ames High students who have limited monies available to purchase CyRide tickets and need transportation. Ms. Muhammad indicated this program has grown over the years and would like to work with CyRide to develop some type of program for Ames High students to receive bus passes to avoid issues with receiving tickets. After discussing the difference between tickets and passes, it was determined passes would give unlimited access and be preferred. Ms. Muhammad agreed to reach out to other Ames agencies to see if they could combine their resources to better assisting families in need.

Lauris Olson, Story County Supervisor, arrived at 4:19 p.m.

Statewide Bus & Bus Facilities Grant: Interim Director Neal stated in the June 13, 2019, transit board meeting the board approved including three minibuses in Iowa's Statewide Bus and Bus Facilities grant application. On June 14, CyRide received the Iowa DOT's statewide bus replacement list (PTMS). Upon review of this list, CyRide found it could replace six minibuses instead of the three approved. The grant application was due June 21, 2019, thus an email was sent to all board members requesting direction to move forward with the letter of support for three minibuses, approved on June 13, or change

the request to six minibuses with a local match requirement of \$98,730. The Board gave direction to move forward with six minibuses and the local match requirement. Interim Director Neal recommended formal approval of Alternative #1.

Trustee Nelson made a motion to formally approve Alternative #1, including six minibuses in the State of Iowa's Statewide Bus & Bus Facilities Grant Application, with up to \$98,730 in local match and a submission of a Letter of Support and Commitment to the Iowa DOT for these vehicles. Trustee Jeffrey seconded the motion. (Ayes: Four. Nays: None.) Motion carried.

Federal 5307 Grant Application – FFY2020 STBG Funding: Interim Director Neal explained this application authorizes the Interim Director to execute and file the 5307 Surface Transportation Block Grant program. CyRide submitted a grant application to the Ames Area Metropolitan Planning Organization (AAMPO) to partially fund a 60-foot, heavy-duty articulated bus and the project requires formal authorization. If approved, the grant will provide the last piece of the funding needed to purchase a 60-foot bus at a cost of up to \$850,000.

Trustee Jeffrey made a motion to authorize the Interim Transit Director to execute and file a Section 5307 grant application in the amount of \$225,000 to the Federal Transit Administration. Trustee Nelson seconded the motion. (Ayes: Four. Nays: None.) Motion carried.

2019 ICAAP Grant Application: Interim Director Neal requested approval of an ICAAP grant application. The State of Iowa funds the Iowa Clean Air Attainment Program (ICAAP) using federal Congestion Mitigation and Air Quality (CMAQ) funding. In the past, CyRide has used this funding for new or expanded service and for new bus purchases. Last year CyRide requested year one of funding for expanded services in west Ames, including frequency expansion for #1 Red, #7 Purple and #11 Cherry (Red 1A). Additional trips and a new bus for route #12 Lilac were also requested. The current grant application is due October 1. CyRide is requesting submitting year two of operating expenses for the services above. Staff is also recommending inclusion of expanded night and mid-day service on the #6 Brown, #11 Cherry and #12 Lilac be considered in the ICAPP grant submission. Interim Director Neal recommended approval of Alternative #1.

Trustee Jeffrey made a motion to approve submission of an operating ICAAP grant application for approximately \$429,682 in operating expenses on four of the new/expanded routes under CyRide's 2.0 system and additional night/midday services. Trustee Nelson seconded the motion. (Ayes: Four. Nays: None.) Motion carried.

Radio Replacement Project: Interim Director Neal shared that final pricing was prepared for the CyRide radio replacement project, leaving a budget shortfall of \$21,146. Interim Director Neal requested \$25,000 of unspent FY19 capital be reallocated to the radio

project, bringing the total project budget to \$345,640, or slightly more than the newly revised total budget of \$341,146.

Trustee Nelson made a motion to Approve Option #1 and reallocate up to \$25,000 in the FY2020 Capital Budget, thereby increasing the radio purchase budget to \$345,640. Trustee Jeffrey seconded the motion. (Ayes: Four. Nays: None.) Motion carried.

Interim Transit Director's Report:

1. Iowa Public Transit Association Meeting/Bus Roadeo Results: Dan Strodman was recognized as CyRide's Driver of the Year with an outstanding performance record. Three drivers placed in the annual State Roadeo. Paul Klimesh and Brian Grootveld placed first and third, respectively, in the large bus division. Charles Long placed third in the small bus division.
2. FY2019 Low or No Emission Grant Award – CyRide was awarded the FY19 Low-No Emissions Grant in the amount of \$1,660,180. This will be brought to the September transit board as staff seeks direction on how to move forward and a desired timeline.
3. Title VI Equity Analysis – At the June transit board meeting staff was directed to complete the Title VI Equity Analysis on potential facility sites 13 and 17. Public comment period is August 23 through September 23 and the public open house meeting is September 5, 2019 from 4:00 to 6:00 p.m.
4. AVL/AVA Update – Installation is on schedule and the AVL component will be launched on August 19, the first day of CyRide's fall schedule. Reliability will improve within a few days of the launch time, as the system needs time to adjust to the fall schedule. Customers can track the buses live via the website or download a soon to be released app. The current passenger information system will stop functioning August 19. Information will be released to the public in advance of the system change to minimize the impact on passengers.
5. Construction Update – Green route turnaround is substantially complete. The contractor has completed final grading and grass seeding. There was one change order of \$1,425 to replace a section of sidewalk so that it was in compliance with ADA regulations. The bus wash project is nearing completion. To date, there has been one change order of \$4,791.

Interim Director Neal mentioned there will likely be a conflict with the October 10, 2019, transit board meeting and staff will look at another date for the October board meeting.

Next Meeting Dates/Times:

Adjourn: Trustee Jeffrey made a motion to adjourn the meeting at 4:38 P.M. and Trustee Nelson seconded the motion. The meeting adjourned at 4:38 P.M. (Ayes: Four. Nays: None.) Motion carried.

Juan Bibiloni, President

Joanne Van Dyke, Recording Secretary