



Transit Board Meeting
AGENDA

**AMES TRANSIT AGENCY
BOARD OF TRUSTEES**

CYRIDE CONFERENCE ROOM – February 20, 2025

1. CALL TO ORDER: 5:00 p.m.
2. Recognition of New Board Members
3. Approval of Minutes from January 16, 2025
4. Public Comments
5. Surface Transportation Block Grant Program – Funding Request FY 2029
6. Monthly Report
7. Spring Meeting Dates / Times
 - March 27 at 5:00 p.m.
 - April 17 at 5:00 p.m.
8. Adjourn

JANUARY 16, 2025
AMES TRANSIT AGENCY BOARD OF TRUSTEES

The Ames Transit Agency Board of Trustees met on January 16, 2025, at 5:00 p.m. in the CyRide Conference room. President Norton called the meeting to order at 5:01 p.m. with Trustees Boland, Junck, and Schainker present.

APPROVAL OF DECEMBER 19, 2024, MINUTES:

Trustee Boland made a motion to adopt the December 19, 2024, Transit Board minutes as presented; Trustee Schainker seconded the motion. (Ayes: 4 Nays: 0) Motion carried.

PUBLIC COMMENTS:

None.

FEDERAL SECTION 5307 GRANT APPLICATION – FFY 2025 STBG FUNDING:

Director Neal requested authorization to execute and file a Section 5307 Surface Transportation Block Grant (STBG) application. The authorization would be the last funding component necessary for upgrading one 40' diesel bus to a battery electric bus. The base funding for this bus is currently pending in a grant application with the Iowa DOT. After both grants are approved, CyRide will bring an item to the Transit Board for formal approval of the bus purchase. CyRide submitted an STBG application to the AAMPO to receive \$225,000 in funding for a partial bus in March 2021, and the AAMPO approved it in July 2024. Based on increased bus prices and uncommitted STBG funding, the AAMPO increased CyRide's STBG allocation to \$377,050 federal. The Transit Board is required to authorize the grant application request prior to the formal submission of the grant to the Federal Transit Administration (FTA).

Director Neal recommended approval of Alternative #1, to execute and file a Section 5307 Surface Transportation Block Grant application in the amount of \$377,050 to the Federal Transit Administration. Proceeding with this application would allow CyRide to expand its battery electric bus fleet to eight vehicles while keeping local costs to a minimum.

Trustee Schainker made a motion to approve Alternative #1; Trustee Junck seconded the motion. (Ayes: 4 Nays: 0) Motion carried.

Spring meeting dates:

- February 20, 5:00 p.m.
- March 27, 5:00 p.m.
- April 17, 5:00 p.m.

Adjourn: Trustee Junck made a motion to adjourn at 5:06 p.m.; Trustee Boland seconded the motion. (Ayes: 4 Nays: 0) Motion carried.

Michael Norton, President

Cheryl Spencer, Recording Secretary

February 20, 2025
Surface Transportation Block Grant Program
Funding Request FY 2029
CyRide Resource: Shari Atwood

BACKGROUND:

The Ames Area Metropolitan Planning Organization (AAMPO) receives approximately \$2.1 million annually for transportation capital projects in the greater Ames community through the Surface Transportation Block Grant Program (STBG). Eligible capital projects include street improvements, traffic signalization, transit capital, bike paths, and other transportation enhancement projects. Projects selected for this funding and approved in the AAMPO's Transportation Improvement Program (TIP) could receive up to 80% federal funding. The AAMPO has approved between \$225,000 to \$400,000 annually for CyRide in STBG funding each year since FY 2020 for new buses. Grant applications for STBG funding in the FY 2029 budget year are currently being requested, with applications due by March 31, 2025.

CyRide is requesting \$400,000 (19% of the total STBG allocation) for partial funding of a bus purchase in FY 2029. If approved, this funding would help replace an existing 40' heavy-duty bus that is beyond its useful life with a new, more efficient 40' heavy-duty vehicle.

CyRide's five-year Capital Improvements Plan (CIP) includes future bus replacements, with some funding sources not yet identified for outlying years. If awarded, the STBG funds would provide funding for the FY 2029 CIP, and CyRide would incorporate this project into the TIP in May. The AAMPO will consider requests for this funding at their mid-May 2025 Technical Committee and subsequent Policy Committee meetings.

ALTERNATIVES:

1. Approve a grant request of \$400,000 in bus capital funds from the AAMPO for STBG federal funds in FY 2029.
2. Direct staff to proceed according to Transit Board priorities.

RECOMMENDATION:

The Transit Director recommends approval of Alternative #1, to approve a request for \$400,000 in federal STBG funds from the AAMPO. If awarded, these federal funds would support planned bus purchases and help CyRide build a more efficient and maintainable fleet.



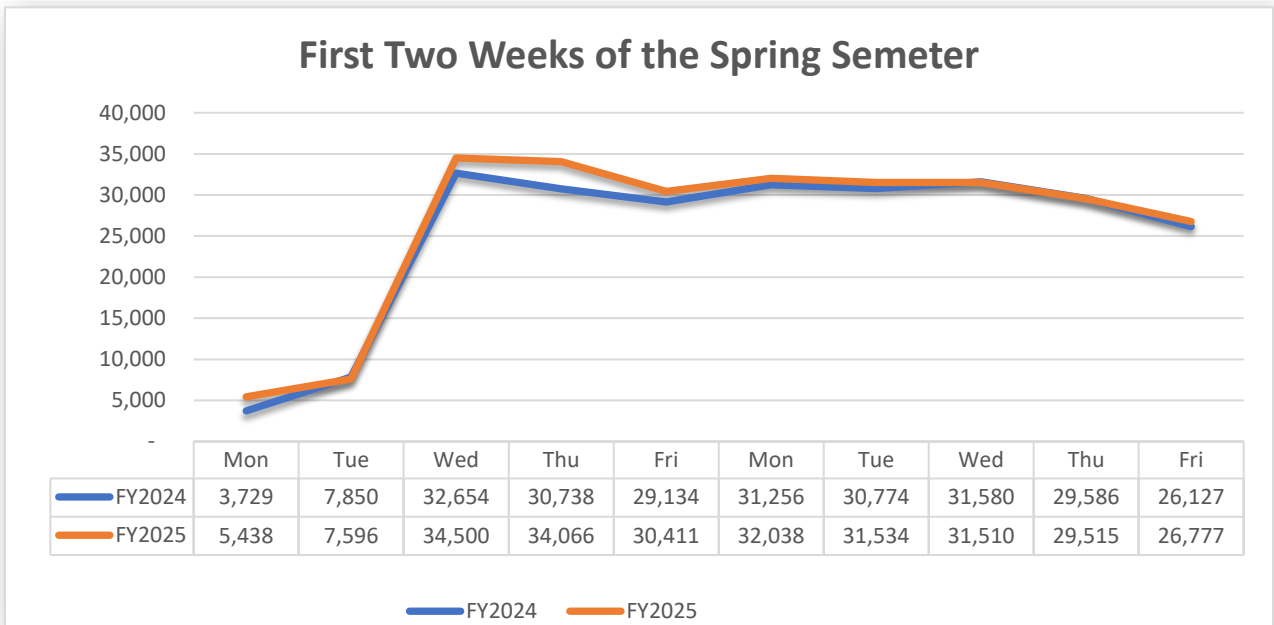
February 20, 2025

Monthly Report

CyRide Resource: Barbara Neal

1. Spring Semester Ridership Update

Since the beginning of the spring semester, ridership has closely mirrored the levels of spring service from the prior year. Overall system usage continues to trend positively and is up an average of 3.9% compared to last year. Week three of the spring semester is up 10.9% versus last year. The following table shows the ridership from the first two weeks of spring service compared to the equivalent time in 2024.



2. Dial-A-Ride Survey and Contract

CyRide annually conducts a Dial-A-Ride (DAR) survey to gain input on overall customer impressions and gather specific suggestions to improve service. Data from this survey is used to provide feedback to the contractor regarding performance issues. CyRide will contact all eligible DAR customers by email or telephone beginning February 19 to complete a customer satisfaction survey. Results, including a comparison of previous years, will be presented at a future Transit Board meeting.

At the May 2023 meeting, the Transit Board approved a three-year contract with Heart of Iowa Regional Transit Agency (HIRTA) for DAR service, including an option to extend the contract for two additional years. FY 2026 represents the third year of this agreement. CyRide will work with HIRTA to confirm that they are interested in continuing to provide DAR service on behalf of CyRide.

3. Ames Intermodal Facility Leases

The Ames Intermodal Facility has three tenants: HIRTA, Jefferson Lines, and the Ames Police Department. The two private tenants pay a monthly rate, which is evaluated annually based on the Producer Price Index (PPI) change from December to December. Any rent increases would take effect on July 1. This past year, the PPI increased by 1.4%. We will work with the Executive Committee to determine how they want to proceed with the FY26 lease amounts.

4. Token Transit

CyRide went live with Token Transit on January 21. The app allows riders to purchase fares on their smartphones and display them to the driver on the app, which uses visual validation. Passengers can securely purchase digital fare tickets and monthly passes. We are pleased to announce that we had sales immediately after going live, and we will continue to push out promotional materials about the app to our customers.

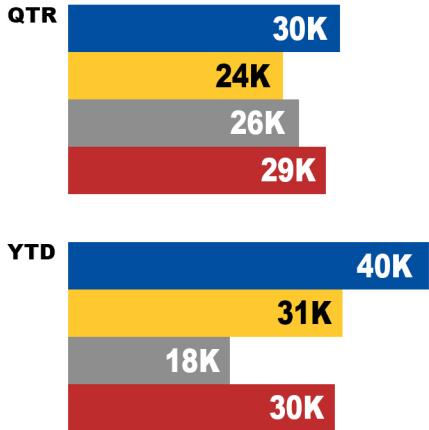
5. Second Quarterly Report

Each quarter, a detailed report regarding the overall performance of CyRide is generated, which includes fixed route, Dial-A-Ride, and Moonlight Express services. This report is used to track performance over time and observe trends in the system. Attached is a detailed system quarterly operations report and a graphic summary of the key performance measures for the second quarter of the fiscal year, October 2024 through December 2024.

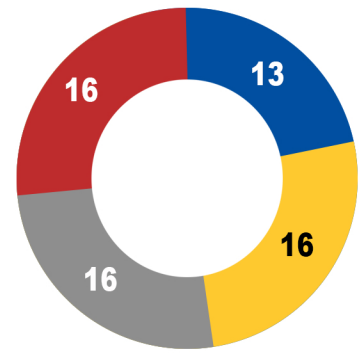
CyRide Quarterly Operations Report

October 1, 2024 to December 31, 2024 (2nd Quarter FY25)
System Overview - Safety/Fleet

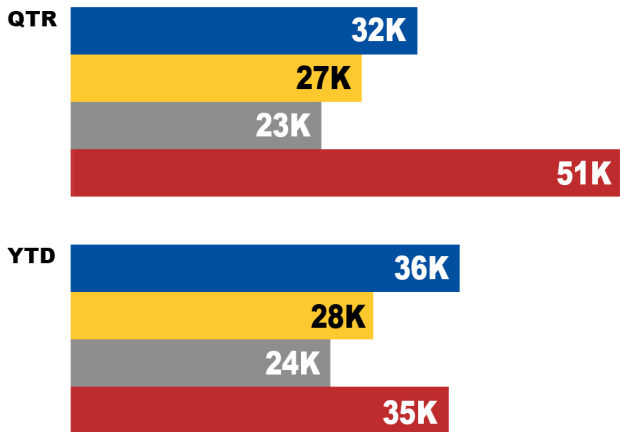
Miles between Preventable Accidents



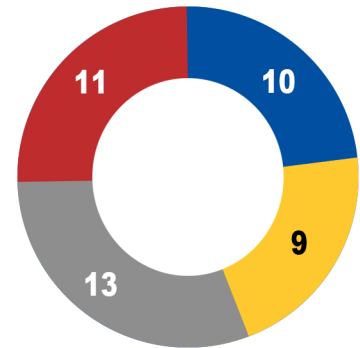
Preventable Accidents per Quarter



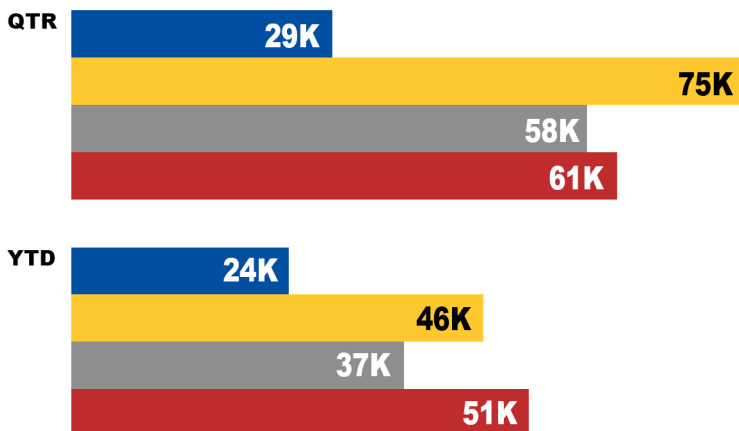
Miles between Major Mechanical Issues



Road Calls per Quarter



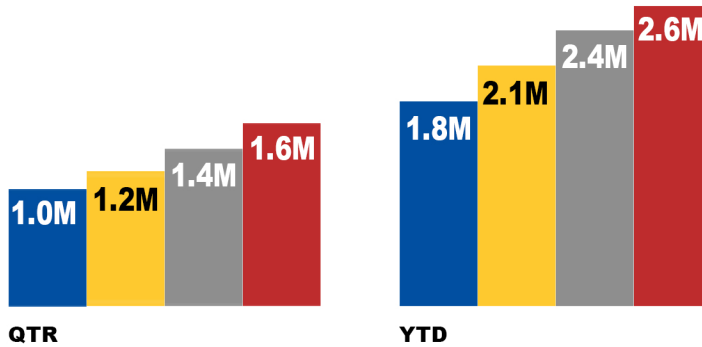
Passengers per Comment



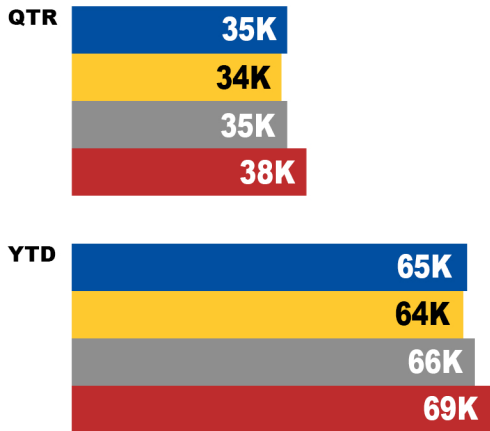
CyRide Quarterly Operations Report

October 1, 2024 to December 31, 2024 (2nd Quarter FY25)
System Overview - Efficiency

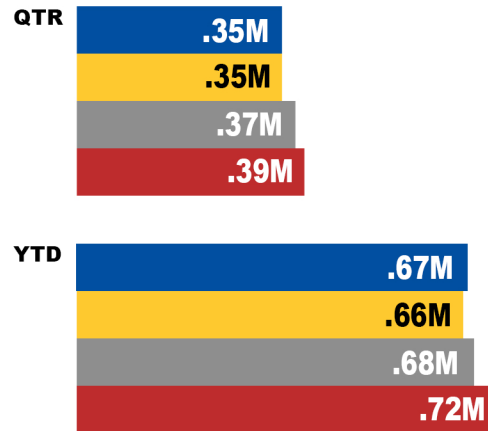
Total Ridership



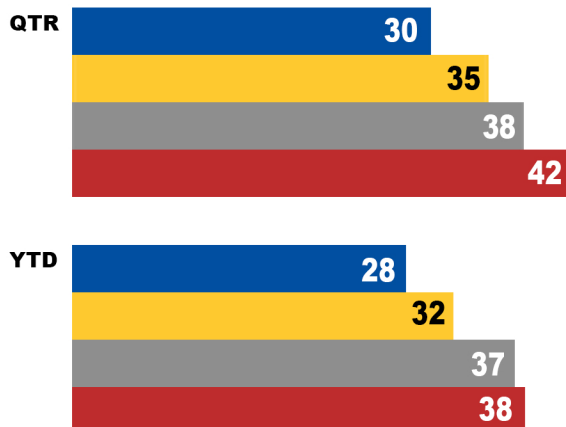
Revenue Hours



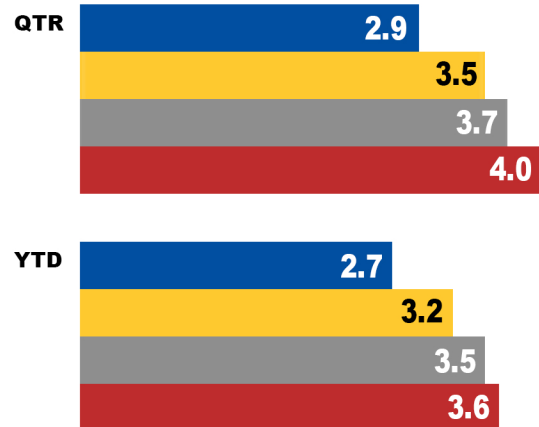
Revenue Miles



Passengers per Revenue Hour



Passengers per Revenue Mile



CYRIDE QUARTERLY OPERATIONS REPORT

October 1st, 2024 to December 31st, 2024 (2nd Quarter)

	FY 2025 2nd Qtr	FY 2024 2nd Qtr	% CHANGE	FY 2025 YTD	FY 2024 YTD	% CHANGE
MAINTENANCE						
Interior Clean	41	79	-48.1%	114	177	-35.6%
Shop Road Calls	11	13	-15.4%	25	20	25.0%
Miles per Shop Road Call	41,798	32,460	28.8%	33,582	39,432	-14.8%
NTD Minor Mech.	134	126	6.3%	292	323	-9.6%
NTD Major Mech.	9	18	-50.0%	24	33	-27.3%
Total NTD Mechanical Prob.	143	144	-0.7%	316	356	-11.2%
Miles per Major Mech.	51,087	23,443	117.9%	34,982	23,898	46.4%
Gasoline Vehicles						
Gas Miles Driven	46,645	48,548	-3.9%	87,350	102,779	-15.0%
Total Gallons Gas	5,751	6,088	-5.5%	11,533	13,300	-13.3%
Total Gas Cost	\$15,327	\$16,415	-6.6%	\$32,777	\$38,056	-13.9%
Avg. Gas Cost/Gallon	\$2.67	\$2.70	-1.2%	\$2.84	\$2.86	-0.7%
Gas Cost per Mile	\$0.33	\$0.34	-2.8%	\$0.38	\$0.37	1.3%
Average Gas MPG	8.1	8.0	1.7%	7.6	7.7	-2.0%
Diesel Vehicles						
Diesel Miles Driven	400,724	362,006	10.7%	728,604	665,734	9.4%
Total Gallons Diesel	102,472	83,512	22.7%	169,962	147,516	15.2%
Total Diesel Cost	\$236,722	\$250,849	-5.6%	\$398,900	\$464,318	-14.1%
Avg. Diesel Cost/Gallon	\$2.31	\$3.00	-23.1%	\$2.35	\$3.15	-25.4%
Diesel Cost per Mile	\$0.59	\$0.69	-14.7%	\$0.55	\$0.70	-21.5%
Average Diesel MPG	3.9	4.3	-9.8%	4.3	4.5	-5.0%
Electric Vehicles						
Electric Miles Driven	12,412.0	11,421.0	8.7%	23,606.0	20,124.0	17.3%
All Vehicles						
Total Miles Driven	459,781	421,975	9.0%	839,560	788,637	6.5%
Total Gallons Fuel	108,223	89,600	20.8%	181,495	160,816	12.9%
Total Fuel Cost	\$252,049	\$267,264	-5.7%	\$431,677	\$502,374	-14.1%
Avg. Cost/Gallon	\$2.33	\$2.98	-21.9%	\$2.38	\$3.12	-23.9%
Total Cost per Mile	\$0.56	\$0.65	-13.5%	\$0.53	\$0.65	-19.1%
Avg. MPG all Vehicles	4.1	4.6	-9.8%	4.5	4.8	-5.9%
Small Bus/Sup. Mileage	29,368	30,487	-3.7%	56,317	67,292	-16.3%
Large Bus Mileage	430,413	391,488	9.9%	783,243	721,345	8.6%
% Rev. Mi./Total Miles	86.0%	87.2%	-1.3%	85.8%	86.7%	-1.0%
Percentage Small Bus	6.4%	7.2%	-11.6%	6.7%	8.5%	-21.4%
Maintenance Expense	\$1,005,337	\$1,002,127	0.3%	\$1,688,016	\$1,644,006	2.7%

CYRIDE QUARTERLY OPERATIONS REPORT

October 1st, 2024 to December 31st, 2024 (2nd Quarter)

	FY 2025 2nd Qtr	FY 2024 2nd Qtr	% CHANGE	FY 2025 YTD	FY 2024 YTD	% CHANGE
OPERATIONS						
Total Passengers	1,595,174	1,360,742	17.2%	2,604,621	2,400,247	8.5%
Average Drivers per Month	157.0	138.7	13.2%	153.8	134.0	14.8%
Driving Hours	52,073	45,637	14.1%	95,320	87,376	9.1%
Drivers Late	46	65	-29.2%	82	103	-20.4%
Drivers No Show	12	6	100.0%	26	18	44.4%
Late/No Show per Driver	0.37	0.51	-27.8%	0.70	0.90	-22.2%
Total Comments	26	24	8.3%	51	64	-20.3%
Driver Fault	11	7	57.1%	23	19	21.1%
System Complaints	3	2	50.0%	4	6	-33.3%
Service Requests	1	6	-83.3%	2	12	-83.3%
Compliments	2	1	100.0%	3	8	-62.5%
Passengers/Comment	<u>61,353</u>	<u>56,698</u>	<u>8.2%</u>	<u>51,071</u>	<u>37,504</u>	<u>36.2%</u>
Pass./Complaint (D & U)	145,016	97,196	49.2%	104,185	63,164	64.9%
Driving Hours/Comment	2,003	1,902	5.3%	1,869	1,365	36.9%
Driving Hrs/Comment (D&U)	4,734	3,260	45.2%	3,813	2,299	65.8%
Accident Reports	23	21	9.5%	42	56	-25.0%
Preventable Accidents	16	16	0.0%	28	44	-36.4%
Percent Preventable	69.6%	76.2%	-8.7%	66.7%	78.6%	-15.2%
Miles/Prev. Accident	28,736	26,373	9.0%	29,984	17,924	67.3%
Hours/Prev. Accident	3,255	2,852	14.1%	3,404	1,986	71.4%
Unreported Accidents	4	2	100.0%	6	7	-14.3%
Damage to Buses/Equip.						
Caused by CyRide	14,294.46	5,907.82	142.0%	19,048.20	13,085.35	45.6%
Caused by Others	614.15	3,466.33	-82.3%	4,186.75	4,559.76	-8.2%
Caused by Unreported	\$1,937	245.00	690.7%	\$2,107	574.00	267.0%
Claims by Others (#)	1	2	-50.0%	3	3	0.0%
Claims by Others (\$)	\$35	\$3,443	-99.0%	\$2,058	\$4,052	-49.2%
Personal Injury Claims	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Operations Expense	\$2,425,017	\$2,278,519	6.4%	\$4,104,368	\$3,732,565	10.0%
SYSTEM TOTAL						
Passengers	1,595,174	1,360,742	17.2%	2,604,621	2,400,247	8.5%
Revenue Miles	395,551	367,922	7.5%	720,631	683,918	5.4%
Revenue Hours	38,241	35,445	7.9%	69,076	65,632	5.2%
Revenue Miles per Hour	10.3	10.4	-0.4%	10.4	10.4	0.1%
Pass./Rev. Mile	4.0	3.7	9.0%	3.6	3.5	3.0%
Pass./Rev. Hour	41.7	38.4	8.7%	37.7	36.6	3.1%
Operations Expense	\$2,425,017	\$2,278,519	6.4%	\$4,104,368	\$3,732,565	10.0%
Maintenance Expense	<u>\$1,005,337</u>	<u>\$1,002,127</u>	<u>0.3%</u>	<u>\$1,688,016</u>	<u>\$1,644,006</u>	<u>2.7%</u>
Total Expenses	<u>\$3,430,354</u>	<u>\$3,280,646</u>	<u>4.6%</u>	<u>\$5,792,384</u>	<u>\$5,376,571</u>	<u>7.7%</u>
Farebox Revenue	\$44,108	\$50,727	-13.0%	\$111,033	\$107,473	3.3%
Rev./Exp. Ratio	1.3%	1.5%	-16.8%	1.9%	2.0%	-4.1%
Oper. Exp./Passenger	\$2.15	\$2.41	-10.8%	\$2.22	\$2.24	-0.7%
Oper. Exp./Rev. Mile	\$8.67	\$8.92	-2.7%	\$8.04	\$7.86	2.2%
Oper. Exp./Rev. Hour	\$89.70	\$92.56	-3.1%	\$83.86	\$81.92	2.4%

CYRIDE QUARTERLY OPERATIONS REPORT

October 1st, 2024 to December 31st, 2024 (2nd Quarter)

	FY 2025 2nd Qtr	FY 2024 2nd Qtr	% CHANGE	FY 2025 YTD	FY 2024 YTD	% CHANGE
FIXED ROUTE						
Fixed Route Passengers	1,585,067	1,352,514	17.2%	2,587,626	2,385,643	8.5%
Shuttle Passengers	0	0	#DIV/0!	0	0	#DIV/0!
Total Passengers	<u>1,585,067</u>	<u>1,352,514</u>	<u>17.2%</u>	<u>2,587,626</u>	<u>2,385,643</u>	<u>8.5%</u>
Transfers	6,124	8,160	-25.0%	15,008	19,690	-23.8%
Revenue Miles	371,324	342,741	8.3%	676,120	642,362	5.3%
Revenue Hours	36,507	33,513	8.9%	65,850	62,490	5.4%
Revenue Miles per Hour	10.2	10.2	-0.5%	10.3	10.3	-0.1%
Pass./Rev. Mile	4.3	3.9	8.2%	3.8	3.7	3.1%
Pass./Rev. Hour	43.4	40.4	7.6%	39.3	38.2	2.9%
Operations Expense	\$2,322,555	\$2,183,308	6.4%	\$3,907,913	\$3,555,483	9.9%
Maintenance Expense	\$990,087	\$988,828	0.1%	\$1,664,234	\$1,620,343	2.7%
Total Expenses	<u>\$3,312,642</u>	<u>\$3,172,136</u>	<u>4.4%</u>	<u>\$5,572,147</u>	<u>\$5,175,826</u>	<u>7.7%</u>
Farebox Revenue	\$36,958	\$44,055	-16.1%	\$98,361	\$98,210	0.2%
Rev./Exp. Ratio	1.1%	1.4%	-19.7%	1.8%	1.9%	-7.0%
Exp./Passenger	\$2.09	\$2.35	-10.9%	\$2.15	\$2.17	-0.7%
Exp./Rev. Mile	\$8.92	\$9.26	-3.6%	\$8.24	\$8.06	2.3%
Exp./Rev. Hour	\$90.74	\$94.65	-4.1%	\$84.62	\$82.83	2.2%
DIAL-A-RIDE						
Passengers	4,233	3,719	13.8%	8,146	6,902	18.0%
Revenue Miles	17,559	19,366	-9.3%	34,112	31,210	9.3%
Revenue Hours	1,120	1,408	-20.5%	2,212	2,199	0.6%
Revenue Miles per Hour	15.7	13.8	14.0%	15.4	14.2	8.7%
Pass./Rev. Mile	0.24	0.19	25.5%	0.24	0.22	8.0%
Pass./Rev. Hour	3.8	2.6	43.1%	3.7	3.1	17.3%
Operations Expense	\$81,663	\$77,553	5.3%	\$162,011	\$144,784	11.9%
Maintenance Expense	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Total Expenses	<u>\$81,663</u>	<u>\$77,553</u>	<u>5.3%</u>	<u>\$162,011</u>	<u>\$144,784</u>	<u>11.9%</u>
Farebox Revenue	\$7,150	\$6,672	7.2%	\$12,672	\$9,263	36.8%
Rev./Exp. Ratio	8.8%	8.6%	1.8%	7.8%	6.4%	22.3%
Exp./Passenger	\$19.29	\$20.85	-7.5%	\$19.89	\$20.98	-5.2%
Exp./Rev. Mile	\$4.65	\$4.00	16.1%	\$4.75	\$4.64	2.4%
Exp./Rev. Hour	\$72.91	\$55.08	32.4%	\$73.24	\$65.84	11.2%
MOONLIGHT EXPRESS						
Passengers	5,874	4,509	30.3%	8,849	7,702	14.9%
Revenue Miles	6,668	5,815	14.7%	10,399	10,347	0.5%
Revenue Hours	614	524	17.2%	1,014	944	7.4%
Revenue Miles per Hour	10.9	11.1	-2.2%	10.3	11.0	-6.4%
Pass./Rev. Mile	0.9	0.8	13.6%	0.9	0.7	14.3%
Pass./Rev. Hour	9.6	8.6	11.1%	8.7	8.2	7.0%
Operations Expense	\$20,799	\$17,658	17.8%	\$34,444	\$32,298	6.6%
Maintenance Expense	\$15,250	\$13,299	14.7%	\$23,782	\$23,663	0.5%
Total Expenses	<u>\$36,049</u>	<u>\$30,957</u>	<u>16.4%</u>	<u>\$58,226</u>	<u>\$55,961</u>	<u>4.0%</u>
Exp./Passenger	\$6.14	\$6.87	-10.6%	\$6.58	\$7.27	-9.4%
Exp./Rev. Mile	\$5.41	\$5.32	1.5%	\$5.60	\$5.41	3.5%
Exp./Rev. Hour	\$58.67	\$59.07	-0.7%	\$57.44	\$59.30	-3.1%

CYRIDE QUARTERLY OPERATIONS REPORT

October 1st, 2024 to December 31st, 2024 (2nd Quarter)

	FY 2025 2nd Qtr	FY 2024 2nd Qtr	% CHANGE	FY 2025 YTD	FY 2024 YTD	% CHANGE
OPERATIONS REVENUE						
Farebox	\$44,108	\$50,727	-13.0%	\$111,033	\$107,473	3.3%
Transit Contracts	\$0	\$354	-100.0%	\$0	\$354	-100.0%
I.S.U.	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Student Government	\$2,943,760	\$0	#DIV/0!	\$2,943,760	\$0	#DIV/0!
City of Ames	\$0	\$905,532	-100.0%	\$0	\$1,130,544	-100.0%
IDOT - STA	\$287,120	\$319,920	-10.3%	\$573,335	\$637,840	-10.1%
Section 5307	\$433,098	\$649,611	-33.3%	\$953,596	\$649,611	46.8%
Other Grants	\$57,372	\$48,846	17.5%	\$119,698	\$48,846	145.1%
Other	\$133,673	\$142,522	-6.2%	\$220,765	\$242,770	-9.1%
Total Operating Revenue	\$3,899,131	\$2,117,512	84.1%	\$4,922,187	\$2,817,438	74.7%
TOTAL EXPENSES						
Administration	\$421,995	\$401,311	5.2%	\$733,535	\$702,322	4.4%
Safety & Training	\$170,370	\$174,046	-2.1%	\$328,135	\$331,063	-0.9%
Promotion	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Bldg. & Grounds	\$84,094	\$92,873	-9.5%	\$175,851	\$157,742	11.5%
Fixed Route	\$3,312,642	\$3,172,136	4.4%	\$5,572,147	\$5,175,826	7.7%
Dial-A-Ride	\$81,663	\$77,553	5.3%	\$162,011	\$144,784	11.9%
Moonlight Express	\$36,049	\$30,957	16.4%	\$58,226	\$55,961	4.0%
Operating Total	\$4,106,813	\$3,948,876	4.0%	\$7,029,905	\$6,567,698	7.0%
Farebox Revenue	\$44,108	\$50,727	-13.0%	\$111,033	\$107,473	3.3%
Farebox Rev./Exp. Ratio	1.1%	1.3%	-16.4%	1.6%	1.6%	-3.5%
Admin. Expense/Pass.	\$0.42	\$0.49	-13.6%	\$0.48	\$0.50	-4.3%
Admin. Exp./Rev. Mile	\$1.71	\$1.82	-5.8%	\$1.72	\$1.74	-1.4%
Admin. Exp./Rev. Hour	\$17.69	\$18.85	-6.2%	\$17.92	\$18.15	-1.3%
Total Expense/Passenger	\$2.57	\$2.90	-11.3%	\$2.70	\$2.74	-1.4%
Total Expense/Rev. Mile	\$10.38	\$10.73	-3.3%	\$9.76	\$9.60	1.6%
Total Expense/Rev. Hour	\$107.39	\$111.41	-3.6%	\$101.77	\$100.07	1.7%