



APRIL 16, 2026

AMES TRANSIT AGENCY BOARD OF TRUSTEES

The Ames Transit Agency Board of Trustees met on April 16, 2026, at 4:30 p.m. in the CyRide Conference room. President Boland called the meeting to order at 4:31 p.m., with Trustees Junck, Lee, Neal, and Schainker present.

APPROVAL OF MARCH 19, 2026, MINUTES:

Trustee Neal made a motion to adopt the March 19, 2026, Transit Board minutes as presented; Trustee Lee seconded the motion. (Ayes: 5 Nays: 0) Motion carried.

PUBLIC COMMENTS:

None.

OIL AND LUBRICANTS CONTRACT CHANGE ORDER:

Director Neal requested board approval of a change order for CyRide's oil and lubricants contract. CyRide has a joint contract with Fleet Services for oil and lubricants to get better pricing. For FY 2026, CyRide's portion of the contract was \$34,000. After the contract renewal was awarded, CyRide received invoices totaling \$12,419.99 from Heritage Petroleum LLC for the previous fiscal year. Due to the late receipt, those invoices couldn't be included in the determination of FY 2026's contract amount. To account for last year's invoices and remaining usage through the end of this fiscal year, staff is requesting to increase the contract to \$62,000. The change order requested would not exceed the budgeted amount.

Director Neal requested board approval of Alternative #1, to approve the change order and revised contract amount to \$62,000 with Heritage Petroleum of Evansville, IN. Approving the change order would support ongoing operations and ensure continuity of the joint contract.

Trustee Neal made a motion to approve Alternative #1; Trustee Lee seconded the motion. (Ayes: 5 Nays: 0) Motion carried.

HIRTA CONTRACT AND ANNUAL CUSTOMER SURVEY:

Director Neal requested approval to continue subcontracting CyRide's complementary paratransit service, Dial-A-Ride (DAR). CyRide is currently in a three-year contract with HIRTA for DAR services, with the option to extend the contract by two additional years. FY 2026 would represent the third year of the contract. Three areas were presented to the board to assist in the decision-making process: the annual DAR survey results, performance measures, and the proposed contract rates.

In summary, the DAR survey results showed that 88.9% of respondents were satisfied with HIRTA's service overall, which was up from 85.8% last year. Driver satisfaction was also very strong. For performance measures, ridership increased to 16,249 trips last year, up from 14,608 the previous year, and all performance goals were met. Staff proposed modifying one performance goal, to increase the passengers per revenue hour goal to 2.5, to better reflect current efficiency. HIRTA has expressed interest in continuing to provide DAR services on CyRide's behalf. They have proposed a 2.5% increase on weekdays with no change to evening or weekend rates.

Director Neal recommended approval of Alternative #1, to continue the contract with HIRTA, which has proven to be a cost-effective approach to serving individuals who need specialized transportation. It maintains consistent service for passengers while avoiding the high cost associated with CyRide directly operating the service.

Trustee Neal made a motion to approve Alternative #1; Trustee Schainker seconded the motion. (Ayes: 5 Nays: 0) Motion carried.

STATE GRANT AND PUBLIC TRANSIT INFRASTRUCTURE GRANT (PTIG) APPLICATIONS:

Director Neal requested approval of CyRide's State Grant and Public Infrastructure Grant (PTIG) applications. The applications are due May 1, 2026, and, if approved, funding would be available for the FY 2027 budget year to support operation and capital needs. State Transit Assistance is expected to be approximately \$1,100,000 and is guaranteed funding with no local match requirement. Section 5310 funding is included in the operating budget and capital improvements plan (CIP) and is anticipated to be approximately \$515,000. Section 5339 funding is for bus replacements and is competitively selected. Last year, the Board approved submission in the statewide discretionary application, which included CyRide buses for replacement. The state has since been awarded funding, but CyRide has not yet received confirmation on how many vehicles CyRide will receive. Those buses have been included in this year's application to maintain eligibility as those funds are distributed. PTIG projects are competitively selected at the state level, and CyRide will be notified if selected during FY 2027. CyRide is requesting PTIG funding to replace portions of its roof and HVAC systems that have exceeded their useful life, as well as to add fall protection measures to improve safety for employees working on the roof.

Director Neal recommended approval of Alternative #1, to approve the FY 2027 State Grant and Public Transit Infrastructure Grant applications as presented, which would help support transit in the Ames community and reduce the local funding required from our funding partners.

Trustee Schainker made a motion to approve Alternative #1; Trustee Junck seconded the motion. (Ayes: 5 Nays: 0) Motion carried.

MONTHLY REPORT:

Fuel Contract: The current fuel contract will expire on June 30, 2026. A new Invitation to Bid will be issued to re-bid the fuel contract before the current contract expires.

Video Surveillance System: CyRide released a Request for Proposal to establish a contract to replace mobile video security systems as they reach the end of their useful life. Bids were due April 13, 2026, and staff will review the proposals and bring a recommendation to the May meeting.

Facility Janitorial Services Contract: The current janitorial services contract is set to expire on June 30, 2026. CyRide will be releasing a Request for Proposal to establish a new contract, which will be brought to the board for consideration.

Outgoing Board Members: Recognition was given to Lauren Neal and Emily Boland for their service to the Transit Board. CyRide staff and board members expressed their appreciation of Lauren and Emily's time and commitment to CyRide during their tenure.

Spring/Summer meeting dates:

- May 21, 2026, 4:30 p.m.
- June 18, 2026, 4:30 p.m.
- July 16, 2026, 4:30 p.m.

Adjourn: Trustee Lee made a motion to adjourn at 4:50 p.m.; Trustee Neal seconded the motion. (Ayes: 5 Nays: 0) Motion carried.

, President

Cheryl Spencer, Recording Secretary