



**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES
MEETING HOSTED BY WEBEX
620 CHERRY STREET – DES MOINES, IOWA 50309
JUNE 2, 2020**



[The above Commission Meeting was held via WebEx. The Commission determined that it is impossible and impractical for all members of the Commission, staff and members of the public to be physically present at this Commission meeting due to the Covid-19 pandemic, and that it is necessary to conduct this Commission meeting by electronic means.]

ROLL CALL

Commissioners/Alternates Present and Voting:

Vern Willey, Kelly Whiting, Doug Elrod, Michael McCoy, John Edwards, Josh Mandelbaum, Ross Grooters, Bridget Montgomery and Russ Trimble (left at 12:59pm)

Commissioners Absent:

Angela Connolly, Jill Altringer, Paula Dierenfeld and Joseph Jones

CALL TO ORDER

Chair, Russ Trimble, called the meeting to order at 12.01pm Roll call was taken, and a quorum was present.

Notice of the meeting was duly published.

APPROVAL OF AGENDA

Chair, Russ Trimble requested a motion to approve the agenda as presented.

It was moved by Vern Willey and seconded by Doug Elrod to approve the June 2, 2020 agenda. The motion carried unanimously.

PUBLIC COMMENT

None

TRANSIT RIDERS ADVISORY COMMITTEE UPDATE

Chair, Russ Trimble, referred the Commission to the packet to review the Transit Riders Advisory Committee update.

CONSENT ITEMS

7A – Commission Meeting Minutes – May 5, 2020

7B – FY 2021 Iowa Communities Assurance Pool (ICAP) Renewal

7C – DART Annual Health Insurance Renewal

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7D – Banking Authorized Resolution

7E – April 2020 Financials

It was moved by Michael McCoy and seconded by Ross Grooters to approve the consent items as presented. The motion carried unanimously.

ACTION ITEMS

8A – Bus and Bus Facilities Discretionary Grant Encumbrance

Elizabeth Presutti, Chief Executive Officer, shared with the commission the progress staff has made in continued refinement of the possible Operations & Maintenance Facility project. Presutti explained the next few steps to more fully understand the project including an environmental analysis (known as NEPA). There is planned future discussion on whether DART should invest in a facility or to repair the existing facility. Careful consideration with additional analysis will take place throughout the summer and fall before the Commission decides later this year on how best to move forward. In the interim, staff recommended that DART move forward with encumbering the awarded \$17.275M Bus and Bus Facilities discretionary grant award so as to shelter the funds until a final decision is made.

It was moved by Josh Mandelbaum and seconded by Bridget Montgomery to approve the encumbrance of the \$17.275,000 million Bus and Bus Facilities Discretionary Grant dollars in order to secure funds with FTA. Staff will not draw down on the funding without Commission approval. The motion was carried unanimously.

8B – Transportation Improvement Program (TIP) Amendments

Amber Dakan, Finance Manager, updated the Commission on the TIP amendments related to DART's FY 2020 Formula Funds and Discretionary Grant funds. The formula fund adjustments align with projects and revenue to support DART's FY 2020 Operating Budget. The discretionary project amendments adjust the total grant award to match actual Bus & Bus Facilities grant award of \$17,275,000 and the corresponding 20% local match of \$4,318,750. Currently, this project is listed in the TIP at less than what DART was awarded.

It was moved by Ross Grooters and seconded by Josh Mandelbaum to approve the proposed amendments as submitted. The motion carried unanimously.

8C – Rideshare Part-Time Fare Proposal

Erin Hockman, Chief External Affairs Officer shared a background of the DART Rideshare vanpooling program and some history of the program since its foundation in 1995. The impacts of COVID-19 on the Rideshare program was shared which identified a revenue loss due to changes in commuting patterns, employees working from home and other factors related to the impact of the pandemic. The current fare structure was presented along with the new proposed fare structure which allows for flexibility to our Rideshare customers.

It was moved by Doug Elrod and seconded by Josh Mandelbaum to approve the proposed FY 21 Rideshare part-time fare structure as presented. The motion carried unanimously.

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DISCUSSION ITEMS

9A – DART COVID-19 Response Update

As part of DART's response to the COVID-19 pandemic, DART staff provided an update on the most recent measures DART has put in place since the last Commission meeting and upcoming Covid-19 efforts and planning.

9B – Performance Report – April 2020

Elizabeth Presutti, Chief Executive Officer shared that due to COVID-19 ridership remains down by about 63%. The good news is this is not the case on all of our routes across the board hence the reason we have been strategic in bringing service back later this month. It was shared that less service has kept our accident rates are down and our on-time performance is at 92%. Our cost recovery ratio has been significantly impacted due to the pandemic as we are not currently taking fares. As shared, fare collection will resume July 1.

MONTHLY REPORTS

10A – Operations

Amanda Wanke, Chief Operations Officer shared the recent actions we have taken to keep our staff safe and our property protected in the light of the recent violent protesting in Des Moines. In addition, an update was provided on our electric bus timeline to date and more information will be provided to the Commission at a future date. The Commission was informed we have not heard from the Iowa State Fair and whether it will be cancelled this summer, we hope to hear mid-June.

10B – External Affairs

None

10C – Procurement

None

10D – Chief Executive Officer

Elizabeth Presutti, Chief Executive Officer shared that she has been invited to speak at a transportation cooperative webinar with members of Congress staffers, discussing transportation funding for the future. In addition, Elizabeth will be participating in an infrastructure webinar, sharing examples on transportation funding especially as it related to Des Moines and DART. Finally, Elizabeth thanked the DART Commission for their support to DART during these difficult few months.

FUTURE AGENDA ITEMS

None

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COMMISSIONER ITEMS

In the Chair's absence, Doug Elrod, Vice Chair adjourned the meeting at 1.32pm.

Chair

Clerk

Date

*****OFFICIAL NOTICE OF THE NEXT DART COMMISSION MEETING DATE IS HEREBY PUBLISHED:**

The next regular DART monthly Commission Meeting is scheduled for Tuesday, July 7, 2020 at 12:00 p.m. in the DART Multimodal Room at 620 Cherry Street, Des Moines, Iowa (if the Administration offices at DART Central Station remains closed on July 7 and the Dart Commission determines that it is still impractical and impossible to have Commission members, staff and the public physically present for this Commission meeting, then the July 7 Commission meeting will again be hosted via WebEx. Participation directions for such WebEx meeting will be forthcoming).