



**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES
620 CHERRY STREET – DES MOINES, IOWA 50309
SEPTEMBER 29, 2015 12:00 P.M.**



ROLL CALL

Commissioners Present: Skip Conkling, Angela Connolly, Tom Gayman, Bob Mahaffey, Joann Muldoon, Steve Peterson and Steve Van Oort

Commissioner Absent: Christine Hensley, Gaye Johnson

Alternates Present: Larry Hulse, Ruth Randleman

CALL TO ORDER

The meeting was called to order by Mr. Peterson, Commission Chair, at 12:00 pm. Roll call was taken and a quorum was present.

Notice of the meeting was duly published.

APPROVAL OF AGENDA

Mr. Peterson, the Commission Chair, called for a motion to approve the September 29, 2015 agenda.

It was moved by Mr. Mahaffey and seconded by Ms. Connolly to approve the September 29, 2015 agenda. The motion carried unanimously.

PUBLIC COMMENT

No Public Comment.

TRANSIT RIDERS ADVISORY COMMITTEE UPDATE

Jay Peterson provided the Commission an update on the September 9, 2015 meeting. Topics included:

- Reasonable Modification Policy
- DART Employee Management
- Upcoming Events and Promotions
- 2015 TRAC Leadership Elections

10th ANNIVERSARY OF BIKE & RIDE UPDATE

Mr. Carl Voss, co-founder of the Des Moines Bike Collective, was acknowledged for being instrumental in starting the Bike and Ride Program and his continued advocacy for the program. The Bike and Ride Program began October 3, 2005 and is available on every Local, Express and On Call Route.

CONSENT ITEM

8A – Commission Meeting Minutes – September 1, 2015

8B – Medium Duty Bus Purchase

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It was moved by Mr. Conkling and seconded by Mr. Mahaffey to approve the consent items. The motion carried unanimously.

ACTION ITEMS

9A – State Lobbying Services

It was moved by Mr. Mahaffey and seconded by Ms. Muldoon to approve a three (3) year contract with two (2), one (1) year options with PolicyWorks for State Lobbying Services. The motion carried unanimously.

9B – Bus Lease Financing

It was moved by Mr. Gayman and seconded by Mr. Mahaffey to approve the Equipment Lease-Purchase Agreement with Bank of America for a 12 year term at a 3.445% interest rate for the purchase of twenty (20) heavy duty fixed route buses. The motion carried unanimously.

9C – DART Forward 2035 Transit Service Plan Update

It was moved by Mr. Mahaffey and seconded by Ms. Connolly to approve the task order with Transportation Management and Design, Inc. for the completion of the DART Forward 2035 Transit Service Plan Update with a Not to Exceed Amount of \$300,000. The motion carried unanimously.

9D – DART Fare Collection System

It was moved by Mr. Conkling and seconded by Ms. Muldoon to approve termination of the contract with LECIP INC. for the DART Fare Collection System. The motion carried unanimously.

9E– August 2016 Financials

Ms. Amber Dakan, Finance Manager, provided a presentation on the August FY 2016 Financials. Fixed Route operating revenues performed 2.20% below budget projections as of August year to date. Operating expenses are 8.13% below budget projections year to date.

Paratransit operating revenue is 10.61% lower than budget expectations. Operating expenses are currently 12.01% under forecasted levels.

Rideshare operating revenues are 14.26% below budgeted levels at year to date. Operating expenses are below budgetary expectations by 12.90%.

It was moved by Ms. Connolly and seconded by Mr. Mahaffey that the Commission approve the August FY 2016 Consolidated Financials as presented. The motion carried unanimously.

DISCUSSION ITEMS

10A – Try Transit Week and RideShare Anniversary

Kirstin Baer-Harding, Marketing Director, provided presentations on the Try Transit Week community events, October 4-10, 2015. The week-long event will focus on increasing ridership, building public awareness and getting into local communities promoting the many tools and

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social media resources DART has to offer. DART staff and Commissioners will be promoting Try Transit Week in Ankeny, Altoona, Johnston, West Des Moines and the local downtown area.

RideShare will be celebrating their 20th Anniversary with a special luncheon celebration, October 14, 2015 at the Temple of Performing Arts from 11am - 1:30pm. Fifteen (15), twenty-year riders will be honored for their commitment and longevity to the Rideshare program.

10B – Quarterly Safety Report

Ms. Presutti, General Manger, provided a brief update on the FY15 4Q Safety Report. Overall, FY15 trended in the right direction with eleven (11) less accidents reported, creating a six percent (6%) reduction from FY14. More notably, preventable accidents were reduced by five percent (5%) from FY14. Ms. Presutti cited efforts in training and recognized trends in the types of accidents attributed to the reduction efforts.

10C – August 2015 Performance Reports

Ms. Presutti, General Manager, reviewed the System Performance Ridership Report for August 2015. Fixed route ridership for August has seen an increase of nearly 1.83% over last August with year to date trending upward at .25%. For Paratransit and RideShare services, the system has seen little change in overall performances. Ms. Presutti stated she was looking forward to Try Transit Week and watching September numbers to see where ridership numbers end up.

MONTHLY REPORTS

11A – Operations Report

No update.

11B – Marketing Report

No update.

11C – Planning Report

No update.

11D – Procurement

No update.

11E – General Manager

Ms. Presutti thanked the Commissioners and staff who attended the Leaders in Motion Luncheon on Thursday, September 17, 2015. Turnout for the event was good and well received by those in attendance. Congressman Latham and Congressman Boswell appreciated their awards and were pleased with the event. Guests commented on how they are looking forward to next year's honoree participants.

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Ms. Presutti announced that the new Chief Operating Officer, Tim Sanderson would be starting at DART on Monday, October 5, 2015. Mr. Sanderson comes to DART from Brandon, Manitoba. We look forward to having Tim in the DART family.

Commissioner Van Oort, Amanda Wanke, Chief Engagement and Communications Officer and Ms. Presutti traveled to Grand Rapids Michigan on September 24, 2015, along with the Greater Des Moines Partnership to observe their transit system and bus rapid transit service. Takeaways from the trip included the strong grass roots advocacies among the local businesses and public support of the bus rapid transit system.

Ms. Presutti proposed a meeting between Gretchen Tegeler, President of the Central Iowa Taxpayers and the Commission. The Commission agreed not to meet with Ms. Tegeler as part of the monthly DART Commission meeting but as a separate meeting to be held in open session. Ms. Presutti will schedule the meeting as directed.

Ms. Presutti and Ms. Jamie Schug, Chief Financial Officer will attend the ABBG Annual Meeting hosted by San Joaquin, RFTD September 30 – October 2, 2015.

Ms. Presutti and Ms. Schug will attend the APTA Conference in San Francisco, CA, October 4-7, 2015 along with Commissioner Peterson and Kirstin Baer-Harding, Marketing Director. Ms. Baer-Harding graduates from Leadership APTA. Steve Hansen is the acting General Manger in Ms. Presutti's absence.

FUTURE AGENDA ITEMS

COMMISSIONER ITEMS

OTHER – Communications

No Update

NEXT MEETING

November 3, 2015 at 12:00 pm

ADJOURNMENT

A motion by Mr. Conkling and second by Mr. Gayman to adjourn the regular Commission Meeting was made at 1:29pm. The motion carried unanimously.

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Future 2015 Meeting Dates

Nov 3, Dec 1

Chair

Clerk

Date