



**DES MOINES AREA REGIONAL TRANSIT AUTHORITY**  
**COMMISSION MEETING MINUTES**  
620 Cherry Street – Des Moines, Iowa 50309  
January 5, 2016



**ROLL CALL**

Commissioners Present: Skip Conkling, Angela Connolly, Chris Hensley, Gaye Johnson, Bob Mahaffey (12:13 pm), Steve Peterson and Steve Van Oort

Commissioner Absent: Tom Gayman, Joann Muldoon

Alternates Present:

**CALL TO ORDER**

The meeting was called to order by Chair, Steve Peterson at 12:01 pm. Roll call was taken and a quorum was present.

Notice of the meeting was duly published.

**APPROVAL OF AGENDA**

Mr. Van Oort asked for a motion to amend the agenda to remove himself from Roll Call as Commissioner Present as presented for in the approval of the December 1, 2015 meeting agenda.

It was moved by Ms. Hensley and seconded by Mr. Conkling to approve the December 1, 2015 Agenda as amended. The motion carried unanimously.

**PUBLIC COMMENT**

No comments.

**CONSENT ITEMS**

6A – Commission Meeting Minutes – December 1, 2015

It was moved by Ms. Hensley and seconded by Ms. Connolly that the consent items be approved. The motion carried unanimously.

**ACTION ITEMS**

7A – DART Advertising Policy Update

It was moved by Ms. Connolly and seconded by Ms. Hensley that the Commission approve the updated DART Advertising Policy as amended excluding e-cigarettes language pending additional research. The motion carried unanimously.

7B – RideShare Minivan Purchase

It was moved by Ms. Hensley and seconded by Mr. Conkling that DART proceed with submitting the Buy America Waiver request for minivans to the Federal Transit Administration and not approve the purchase of RideShare minivans at this time. The motion carried unanimously.

7C – November 2015 Financials

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

Mr. Conkling departed the meeting at 12:25pm.

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**Discussion Items:**

**8A – IPAIT/Miles Capital Investment Plan**

Ms. Amber Dakan, Finance Manager, introduced Amy Mitchell and Dan Zomberaand from Miles Capital Investment. A review of the investment processes to date was presented to the Commission. The Commission directed DART staff to notify Bankers Trust about the upcoming investment plan and to proceed with the investment process with Miles Capital. The first quarterly report will be provided at the April Commission meeting.

**8B – FY 2017 Budget Development**

Ms. Jamie Schug, Chief Financial Officer provided a review of the FY 2017 budget planning process. DART will review the proposed budget with Des Moines area city managers on January 27<sup>th</sup>. DART will meet with the DART Commission on January 27, 2016 in a Budget Workshop to discuss the FY 2017 budget as proposed. Additionally, the Commission will be asked to formally adopt the FY 2017 Budget in March so it may be filed by the March 15, 2015 deadline.

**8C – November Performance**

Ms. Elizabeth Presutti, General Manger, provided an update on the November Performance. Fixed Route ridership was up nearly three and half percent (3.5%) over last FY 2015 November. Year to date fixed route ridership is down slightly off by approximately 0.25%. Nationally, transit systems have seen significant declines in their bus ridership due to lower gas prices, however DART ridership continues to remain stable.

**MONTHLY REPORTS**

**10A – Operations Report**

Mr. Tim Sanderson, Chief Operating Officer, advised the Commissioner's that the Medicaid Modification change to have taken effect January 1, 2016 had been postponed to March 1, 2016. DART is working closely with IPTA (Iowa Public Transportation Association) in developing a common contract that would be provide to state wide transit agencies. At this time, DART has no contract in place for Medicare services.

Mr. Sanderson briefed the Commission on the bus fire that occurred on December 28, 2015. Fortunately, the bus operator and no one were hurt in the incident. Cause of fire is pending further investigation. Investigators will be on sight next week to examine the vehicle.

**10B – Engagement**

No update.

**10C – Procurement**

No update.

**10D – General Manager**

Ms. Elizabeth Presutti, General Manager announced that DART would be celebrating its ten (10) year anniversary this fall. Ms. Presutti expressed her appreciation for everyone's support and contribution for the many changes DART has experienced since 2006 and is excited for the next ten (10) years. DART plans to celebrate the milestone with various community events throughout the year.

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A meeting with the Taxpayers Association of Central Iowa will be held at DART Central Station on Thursday, January 7<sup>th</sup>. Representing the Taxpayers Association are Gretchen Tegeler, President, Richard Pullen, Bob O'Halloran. Discussions will be heard on the historical variants of property tax levies; where's it's been and current predictions as well as an update of DART; past, present and future.

**FUTURE AGENDA ITEMS**

No update.

**COMMISSIONER ITEMS**

City of Carlisle letter of withdrawal from DART was discussed.

**No Update**

**OTHER – Communications**

No update.

**CLOSED SESSION**

It was moved by Ms. Hensley and seconded by Ms. Johnson that the Commission adjourn and reconvene in closed session pursuant to Section 21.5, Subsection I of the Iowa code to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.

Roll Call: Conkling-Absent, Connolly-Yea, Gayman-Absent, Hensley-Yea, Johnson-Yea, Mahaffey-Yea, Muldoon-Absent, Peterson-Yea, Van Oort-Yea. The motion carried unanimously. Chair Steve Peterson recessed the meeting at 1:15 pm.

Bob Mahaffey departed the meeting at 1:44 pm.

At 1:46 pm it was moved by Ms. Hensley and seconded by Mr. Van Oort that the closed session be adjourned. The motion carried unanimously.

**MEETING RECONVENED IN OPEN SESSION**

At 1:47 pm it was moved by Ms. Hensley and seconded by Ms. Connolly that the regular Commission meeting reconvene. Chair Steve Peterson stated for the record that no action was taken during the closed session.

Roll Call: Conkling-Absent, Connolly-Yea, Gayman-Absent, Hensley-Yea, Johnson-Yea, Mahaffey-Absent, Muldoon-Absent, Peterson-Yea, Van Oort-Yea. The motion carried unanimously.

**ACTION ITEM**

Chair Steve Peterson asked for a motion for a 3% pay increase retroactive to July 1, 2015 for the General Manager.

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It was moved by Ms. Hensley and seconded by Ms. Connolly that the Commission approve the compensation adjustment for the General Manager retroactive to July 1, 2015. The motion carried unanimously.

A motion by Ms. Hensley and second by Ms. Connolly to adjourn the regular Commission Meeting was made at 1:48 pm. The motion carried unanimously.

**NEXT MEETING**

March 1, 2016 at 12:00 pm

**Adjournment**

A motion by Ms. Connolly and second by Ms. Muldoon to adjourn the regular Commission Meeting was made at 2:03 pm. The motion carried unanimously.

**Future 2016 Meeting Dates**

April 5, May 3

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Chair

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Clerk

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Date

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**OFFICIAL NOTICE OF THE NEXT DART COMMISSION MEETING DATE IS HEREBY PUBLISHED:  
The next regular DART monthly Commission Meeting has been scheduled for March 1, 2016, at  
12:00 p.m. in the DART Multimodal Room at 620 Cherry Street, Des Moines, Iowa.**