



**DES MOINES AREA REGIONAL TRANSIT AUTHORITY  
COMMISSION MEETING MINUTES  
MEETING HOSTED IN-PERSON AND VIRTUALLY  
620 CHERRY STREET – DES MOINES, IOWA 50309  
JUNE 6, 2023**



(Meeting was held in a hybrid format)

**ROLL CALL**

**Commissioners/Alternates Present and Voting:**

Scott Henry, Kelly Stearns, Tara Cox (arrived at 12.15pm), Srikant Mikkilineni (arrived at 12.02pm)  
Josh Mandelbaum, Andrew Borcharding, Paula Dierenfeld, Ross Grooters, Angela Connolly,  
Bridget Montgomery, Russ Trimble, and Joseph Jones

**Commissioners Absent:**

Vern Willey and Steve Van Oort

**CALL TO ORDER**

Chair Russ Trimble called the meeting to order at 12:00 p.m. 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 Bridget Montgomery and seconded by Josh Mandelbaum to approve the June 6, 2023, agenda. The motion carried unanimously.

**PUBLIC COMMENT:**

Garland Armstrong from Des Moines enquired about transportation by DART to the Des Moines Airport and making sure that there is adequate ADA access, especially when the new terminal opens. Luis Montoya, Chief Planning Officer addressed the plans for this.

**TRANSIT RIDERS ADVISORY COMMITTEE (TRAC) UPDATE**

Brandon Paulsen, TRAC Chair advised the Commission that their last meeting was held on May 22. At this meeting they introduced two new members to the committee, the Transportation Department asked the committee what they would like them to report on so they can make sure we are sharing important and relevant items to the committee. The committee discussed future possible efficiencies for Paratransit.

**CONSENT ITEMS**

7A – Commission Meeting Minutes – May 2, 2023

7B – Health Insurance Update

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7C – Des Moines Public Schools Services Contract

7D – August 2023 Service Change

7E – Revised Interim CEO Contract

7F - 2023 April Consolidated Financial Report

It was moved by Scott Henry and seconded by Josh Mandelbaum to approve the consent items. The motion carried unanimously.

**ACTION ITEMS:**

8A – Rideshare Fare Policy

Erin Hockman, Chief External Affairs Officer, provided a background on the Rideshare fare policy, sharing that the policy was last updated in 2011. The current policy was reviewed which included an outline of the current fare structure and current challenges for riders under the current policy. The new proposed fare policy was shared which identified more equitable and simplified fare structure for our riders. It was shared that passenger feedback was given when considering the new fare policy and no negative feedback or indications that the new policy will significantly impact current vanpool riders.

It was moved by Kelly Stearns and seconded by Josh Mandelbaum to approve the new Rideshare policy effective July 1, 2023. The motion carried unanimously.

8B – New Facility – Activities/Budget

Luis Montoya, Chief Planning Officer provided background information on DART's current Maintenance and Operations facility and past efforts on understanding the needs for a Maintenance and Operations facility for the future. Preliminary planning work done with our design/construction for the preparation of a new facility was outlined, which would take the facility to 30% design on the new site selected for the project with work to be completed by August.

It was moved by Josh Mandelbaum and seconded by Bridget Montgomery to approve task orders with Substance Architecture and Sidekick Development to develop 30% design and related tasks, not to exceed a total of \$325,000. The motion carried unanimously.

**DISCUSSION ITEMS:**

9A – Brand Refresh Update

Carissa Meredith, Marketing and Communications Manager, provided an update on how the DART brand is evolving to better reflect the company's current array of services and to make sure the brand is being updated so it is engaging for a wide range of audiences DART serves.

9B – Monthly Performance Report – May 2023

Due to time, Chair, Russ Trimble asked the Commission to refer to their packets to review the performance report.

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**DEPARTMENTAL MONTHLY REPORTS (BY EXCEPTION)**

11A - Operations

Brandon Smiley, Chief Operating Officer provided an update on the DART Roadeo which took place at the Iowa State Fairgrounds on May 20, 2023. We had winners in the small and large bus competitions giving those operators the opportunity to compete at the 2023 State Roadeo which will take place in Iowa City on June 10, 2023.

11B – Planning

Luis Montoya, Chief Planning Officer addressed questions that were asked at the May Commission meeting and provided an update on DART's planning for the upcoming RAGBRAI event, sharing that this is anticipated to be budget positive for DART.

11C - External Affairs

None

11D – Finance/IT/Procurement

None

11E – Human Resources

None

11F – Interim Chief Executive Officer

Sheri Kyras, Interim Chief Executive Officer shared that we have been notified of a possible new grant for the new operations and maintenance facility under the Federal Highway Administration. The grant is due on August 18<sup>th</sup>, 2023, so we want to wait and see what happens with the Bus and Bus Facility grant we submitted in April, to see if this is a possible alternative funding mechanism. This grant is based on climate change so it would be challenge to prepare, but if it is believed to makes sense to apply, staff will bring this to the Commission for approval at the August meeting.

**FUTURE AGENDA ITEMS**

None

**COMMISSIONER ITEMS**

Josh Mandelbaum, Vice Chair and Chair of the CEO Search Committee provided a brief verbal update on the CEO search.

**NEXT MEETING:**

Regular DART Meeting - Tuesday, July 11, 2023 – 12:00 P.M.

**ADJOURN**

Chair, Russ Trimble, adjourned the meeting at 1:05 p.m.