



DES MOINES AREA REGIONAL TRANSIT AUTHORITY COMMISSION MEETING MINUTES

620 Cherry Street – Des Moines, Iowa 50309

April 7, 2015, 12:00 p.m.



ROLL CALL

Commissioners Present: Skip Conkling, Tom Gayman, Chris Hensley, Gaye Johnson, Bob Mahaffey, Joann Muldoon, Steve Peterson and Steve Van Oort

Commissioner Absent: Angela Connolly

Alternates Present: Mark Wandro

CALL TO ORDER

The meeting was called to order by Mr. Van Oort, Commission Chair, at 12:03 pm. Roll call was taken and a quorum was present.

Notice of the meeting was duly published.

APPROVAL OF AGENDA

Mr. Van Oort called for approval of the April 7, 2015 meeting agenda.

It was moved by Mr. Peterson and seconded by Ms. Johnson to approve the April 7, 2015 Agenda. The motion carried unanimously.

PUBLIC COMMENT

Mr. John Tenikat, a Des Moines resident, expressed concerns regarding ADA compliance and public records accessibility.

TRANSIT RIDERS ADVISORY COMMITTEE UPDATE

Mr. Jay Peterson, TRAC Chair, reported that TRAC received information on the approved 2016 Budget and financial modeling for DART. TRAC goals have been approved for the year. TRAC discussion items included: capital improvements, purchase of the new Champion buses, IPTA Rodeo and the Wal-Mart transit stop.

CONSENT ITEMS

7A – *Commission Meeting Minutes – March 3, 2015*

7B – FY 2016 State Application & Public Transit Infrastructure Grants (PTIG)

Ms. Elizabeth Presutti, General Manager, provided an explanation of PTIG. It is the money that is allocated from the state for the Public Transit Infrastructure Program. DART will be applying, for the third year, to complete the phase III remodel at the 1100 DART Way facility, including the drivers lounge, dispatch and offices. The application is for \$600,000 of state funds with required local match.

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Mr. Van Oort called for a motion to approve the consent agenda items. It was moved by Ms. Hensley and seconded by Mr. Conkling that the consent agenda items be approved. The motion carried unanimously.

ACTION ITEMS

8A – February 2015 Financials

Ms. Amber Dakan, Finance Manager, provided a presentation on the February FY 2015 Financials. Fixed Route performed 6.4% below budget projections as of February year to date. Operating expenses are 5.60% below budget projections year to date.

Paratransit revenue is 6.17% lower than budget expectations. Operating expenses are currently 7.82% under forecasted levels.

Rideshare revenues are 16.95% below budgeted levels at year to date. Expenses are below budgetary expectations by 22.53%.

It was moved by Ms. Hensley and seconded by Mr. Mahaffey that the Commission approve the February 2015 Financials as presented. The motion carried unanimously.

DISCUSSION ITEMS

9A – Quarterly Investment Report

Ms. Dakan provided a quarterly update regarding the investment policy, which was adopted by the Commission in December 2014. Bankers Trust is currently exploring a variety of potential investment vehicles.

9B – Predictive Maintenance Program

Mr. Tony Lafata, COO, presented on the differences between a preventive maintenance system vs. a predictive maintenance system. The benefit of predictive maintenance (condition based maintenance) is predictable repairs based on manufacturer recommendations. Scheduling repairs based upon what is predicted to be necessary at given intervals. This lessens inventory needs, eliminates failure of parts when the bus is in route, towing charges and time inconvenience. The transition to predictive maintenance would begin with newer vehicles.

9C – Proposed Route #5 and #51 Route Realignment

Mr. Jim Tishim, Planning Director, presented the analysis on the realignment of routes #5 Franklin Ave and #51 Merle Hay Rd. Public Information Meetings are planned for April 22-24 for the proposed route realignment.

9D – Mobility Manager Report

Ms. Ellye Kovner, Mobility Manager, provided an overview of her various opportunities within the community in presenting travel training to customers of DART services. Some upcoming projects are with the USDA Healthy Living Grant and a grant through the National Center of Mobility Management.

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9E – February 2015 Performance Report

Ms. Presutti reviewed the System Performance Ridership Report for February 2015. Ridership has risen as compared to last February. For fixed route services year to date, there has been an increase of about 3%. All modes combined, the increase has been about 2%. The preliminary numbers for March are looking good. Ms. Presutti anticipates an upward trend as we close out the end of the fiscal year.

MONTHLY REPORTS

10A – Operations Report

No update

10B – Marketing Report

Ms. Kirsten Baer-Harding, Marketing Director, provided an update of agenda details for the Stand Up 4 Transportation event scheduled for Thursday, April 9th. Panel discussions with local leaders will take place at the library with Congressman Young expected to speak to the attendees on the importance of infrastructure and transit.

10C – Planning Report

No update

10D – Procurement

No update

10E – General Manager

Ms. Presutti reminded everyone of the meeting on April 13th to review the preliminary results of our financial model. This will be presented in more detail to the Commission the afternoon of the 13th with the strategist speaking about considerations moving forward. Staff is beginning to work on strategic planning and identifying goals/priorities for the organization over the next 5 years to make sure we are deliberate in our efforts on projects and where we are spending our dollars.

RECEIVE AND FILE

11A – DART and ATU Local 441 Interest Arbitration Award

Mr. Van Oort called for a motion to receive and file the DART and ATU Local 441 Interest Arbitration. It was moved by Mr. Wandro and seconded by Mr. Conkling to receive and file the DART and ATU Local 441 Interest Arbitration Award. The motion carried unanimously.

FUTURE AGENDA ITEMS

Information provided in Commission packets.

COMMISSIONER ITEMS

No Update

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OTHER – Communications

No Update

NEXT MEETING

May 5, 2015 at 12:00 pm

ADJOURNMENT

It was moved by Mr. Peterson and seconded by Ms. Johnson to adjourn the meeting at 1:27 pm. The motion carried unanimously.

Future 2015 Meeting Dates

May 5, Jun 2, Jul 7, Aug 4, Sept 1, Sept 29, Nov 3, Dec 1

Chair

Clerk

Date