



DES MOINES AREA REGIONAL TRANSIT AUTHORITY COMMISSION MEETING MINUTES

620 Cherry Street – Des Moines, Iowa 50309

March 3, 2015



ROLL CALL

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

Commissioner Absent:

Alternates Present:

CALL TO ORDER

The meeting was called to order by Chair, Steve Van Oort at 12:04 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 March 3, 2015 meeting agenda.

It was moved by Ms. Hensley and seconded by Mr. Peterson to approve the March 3, 2015 Agenda. The motion carried unanimously.

PUBLIC COMMENT

Mr. John Tenikat, 2815 2nd Ave. Des Moines resident, commented on the publication of meetings and the ADA Accessibility of the bus stop at Park Fair Mall.

PUBLIC HEARING ON FY 2016 BUDGET AND TAX LEVY RATES

Chair, Steve Van Oort announced that a public hearing to discuss the DART FY 2016 budget and tax levy rates was convened and asked for comments from the floor.

The following appeared regarding the FY 2016 Budget and Tax Levy Rates:

Mr. John Tenikat, 2815 2nd Avenue, Des Moines

Chair Van Oort closed the public hearing.

6A - ACTION: Certify the Proposed FY 2016 DART Budget and the FY 2016 Regional Transit Authority Tax Levy As Presented

It was moved by Ms. Connolly and seconded by Mr. Peterson that the Commission approve the FY 2016 Fixed Route Budget and Tax Levy Rates as presented.

Roll Call: Conkling – Nay, Connolly – Yea, Gayman – Yea, Hensley – Yea, Johnson – Yea, Mahaffey – Yea, Muldoon – Yea, Peterson – Yea, Van Oort – Yea. Motion carries.

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CONSENT ITEMS

7A – Commission Meeting Minutes – February 3, 2015

Mr. Van Oort entered a motion to approve the February 3, 2015 minutes. It was moved by Mr. Peterson and seconded by Ms. Johnson that the consent item be approved. The motion carried unanimously.

ACTION ITEMS

8A – Medium Duty Bus Purchase

Mr. Tiedens, Procurement Manager, asked for approval of a purchase order with Hoglund Bus Company for six (6) 2015 model year Medium Duty Buses for the amount not to exceed \$809,424.

It was moved by Mr. Conkling and seconded by Mr. Peterson to approve the purchase order. The motion carried unanimously.

8B – New DART Fare Policy

Jamie Schug, Chief Financial Officer, requested approval to adopt the new DART Fare Policy for implementation with the roll-out of the new smart-card fare collection system. A Fare Policy handout was provided during the meeting that explains the pass loading options.

The motion was moved by Mr. Peterson and seconded by Mr. Mahaffey to adopt the new DART Fare Policy.

8C – Stand Up 4 Transportation Proclamation

Ms. Baer-Harding presented details around the Stand Up 4 Transportation event at the Central Library and open street event in partnership with Des Moines MPO. It was recommended to sign the Stand Up 4 Transportation Day Proclamation for Thursday, April 9. Ms. Baer-Harding also introduced Ms. Linkenmeyer, DART's new Marketing Coordinator.

The recommendation was moved by Mr. Gayman and seconded by Ms. Johnson. The motion carried unanimously.

8D – January FY 2015 Financials

Ms. Dakan, Finance Manager, provided a presentation on the December FY 2015 Financials. Fixed Route performed 4.8% below budget projections as of January year to date. Operating expenses are 4.88% below budget projections year to date.

Paratransit revenue is 5.97% lower than budget expectations. Operating expenses are currently 7.05% under forecasted levels.

Rideshare revenue is 16.70% below budgeted levels at year to date. Expenses are below budgetary expectations by 19.97%.

Ms. Dakan requested to approve the January FY 2015 Consolidated Financial Report

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The motion was moved by Ms. Hensley and seconded by Ms. Connolly to approve the January FY 2015 Consolidated Financial Report. The motion carried unanimously.

DISCUSSION ITEMS

9A – Ames – Des Moines I-35 Commuter Corridor Feasibility Study

Mr. Tishim, Planning Director introduced Zach Young, Metropolitan Planning Organization Senior Transportation Planner, who presented on the Ames – Des Moines I-35 Commuter Corridor Feasibility Study.

9B – 1100 DART Way Administration Remodel Project

Matt Pitstick, Facilities Manager introduced Matt Roderkamp of Substance Architecture, who presented an update on the 1100 DART Way Administration Remodel Project.

9C – Quarterly Safety Report

Randy McKern, Transportation Manager, provided an analysis of accidents for the 2nd Quarter of FY 2015. Both Fixed Route and Paratransit experienced no preventable accidents in the month of December. This was a great accomplishment and the bus operators were rewarded with treats at the January Safety Meetings. *9D – January 2015 Performance Report*

Ms. Presutti reviewed the System Performance Ridership Report for January 2015. Ridership has gone up. Marketing will be deploying a campaign targeting express routes in the coming months.

MONTHLY REPORTS

10A – Operations Report

No update

10B – Marketing Report

No update

10C – Planning Report

No update

10D – Procurement

No update

10E – General Manager

Ms. Presutti reviewed two Lobbyist report handouts; Federal lobbyist 2015 Monthly Report and DART 2015 Bill Tracking List from the State Lobbyist.

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FUTURE AGENDA ITEMS

Information provided in Commission packets.

COMMISSIONER ITEMS

Commissioner Van Oort reported to the Commission that Representative Zach Nunn from the Iowa Legislature, Mayor of Pleasant Hill and Mayor of Bondurant toured the DART facility on February 27, 2015. Discussed local funding and the impact on property tax.

OTHER – Communications

No Update

NEXT MEETING

April 7, 2015 at 12:00pm

ADJOURNMENT

A motion by Mr. Peterson and second by Ms. Connolly to adjourn the regular Commission Meeting was made 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