



**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES
620 CHERRY STREET – DES MOINES, IOWA 50309
NOVEMBER 3, 2015 12:00 P.M.**



ROLL CALL

Commissioners Present: Skip Conkling, Angela Connolly, Christine Hensley, Gaye Johnson, Joann Muldoon, Steve Peterson and Steve Van Oort

Commissioner Absent: Tom Gayman, Bob Mahaffey

Alternates Present: Paula Dierenfeld (12:10 pm)

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 November 3, 2015 agenda. It was moved by Mr. Conkling and seconded by Ms. Connolly to approve the November 3, 2015 agenda. The motion carried unanimously.

PUBLIC COMMENT

No Public Comment.

MPO RECOGNITION OF DART COMMISSIONER

The Association of Metropolitan Planning Organizations (AMPO) named Polk County Supervisor and DART Commissioner Angela Connolly as this year's recipient of the national Award for Outstanding Elected Official Leadership, recognizing her leadership roles in The Tomorrow Plan, Capital Crossroads and DART Forward 2035. Todd Ashby, Executive Director with the Des Moines Metropolitan Planning Organization (MPO) presented Ms. Connolly with the award.

CONSENT ITEM

7A – Commission Meeting Minutes – September 29, 2015

It was moved by Mr. Van Oort and seconded by Ms. Johnson to approve the consent items. The motion carried unanimously.

ACTION ITEMS

8A – Heavy Duty Bus Purchase

It was moved by Ms. Connolly and seconded by Ms. Hensley to approve the purchase of twenty (20) Heavy Duty Buses from New Flyer of America at a cost NOT to exceed \$9,050,000. The motion carried unanimously.

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8B – Housekeeping Contract

It was moved by Ms. Hensley and seconded by Ms. Johnson to approve a three (3) year contract with two (2), one (1) year options with FBG (First National Buildings, Inc.) for Housekeeping Services for the amount NOT to exceed \$600,000. The motion carried unanimously.

8C – Van Donation Program

It was moved by Mr. Conkling and seconded by Ms. Johnson to approve the donation of three (3) retired RideShare vehicles in accordance with DART's Van Donation Program. The donation of retired RideShare vehicles were awarded to U.S. Committee for Refugees and Immigrants, Iowa Arts in Education DBA Art Force Iowa, and Central Iowa Shelter and Services. The motion carried unanimously.

8D – September 2015 Financials

Ms. Amber Dakan, Finance Manager, provided a presentation on the September FY 2015 Financials. Fixed Route revenues performed 5.93% below budget projections as of September year to date. Operating expenses are 5.24% below budget projections year to date.

Paratransit revenue is 11.05% lower than budget expectations. Operating expenses are currently 9.77% below forecasted levels.

Rideshare revenues are 14.15% below budgeted levels year to date. Operating expenses are below budgetary expectations by 15.74%.

It was moved by Ms. Hensley and seconded by Ms. Muldoon that the Commission approve the September FY 2015 Consolidated Financials as presented. The motion carried unanimously.

DISCUSSION ITEMS

9A – DART Forward 2035 Plan Update

Ms. Amanda Wanke, Chief Engagement and Communication Officer, presented an update on the DART Forward 2035 Plan initiatives. The focus areas included:

- Phase 1 of Public Outreach; surveys, focus groups, public meeting
- Establish Project Advisory Committee. Suggested participant groups include; Schools, Developers, Transit Future Work Group, MPO, Unlimited Access, Human Services, Young Professionals and AARP
- Outreach Techniques; community open house meetings, stakeholder workshops, targeted surveys and social media
- Next steps: Invite to Project Advisory Committee, TRAC feedback on Public Outreach Plan, Establish Staff Advisory Committee and Express route survey

9B – Quarterly Safety Report

Randy McKern, Transportation Manager provided a brief update on the 4th quarter analysis of accidents for FY2015. There has been a slight uptick in accidents year to date in preventable accidents. Strategies to help reduce these occurrences will be to focus on operator retraining,

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increasing operator awareness and having staff perform more diligent ride-alongs to observe and educate operators in areas of potential concern.

9C – September 2015 Performance Reports

Ms. Elizabeth Presutti, General Manager, reviewed the System Performance Ridership Report for September 2015. Overall, ridership for September has seen an increase of .25% from last year. For Fixed Route services, there has been an increase of about .1% year to date. September 2015 performance started light compared to last year. Ms. Presutti stated that in speaking with other transit agencies, bus ridership is down nationally while DART is doing well maintaining their ridership numbers.

MONTHLY REPORTS

10A – Operations Report

No update.

10B – Engagement

Kirstin Baer-Harding provided an update on future marketing initiatives. Topics included:

- Development of targeted marketing materials for outreach in the regional communities
- Communication and marketing material for the upcoming Merle Hay Mall bus stop move
- Fares for Food Event, December 10, 2015
- 'Tis the Season to Ride for a Reason 2015 Holiday gifts
- Thanksgiving holiday service

No update.

10C – Procurement

No update.

10D – General Manager

Ms. Elizabeth Presutti, General Manager, and Jamie Schug, Chief Financial Officer attended the Bus Benchmarking Group (ABBG) annual meeting in Sacramento, CA, September 30 - October 2, 2015. Ms. Presutti and Ms. Schug were able to review data sets and benchmarking results for FY 2014.

Ms. Presutti, Ms. Schug and Commissioner Peterson attended the APTA Annual Meeting in San Francisco, CA, October 3 - 7, 2015. Ms. Presutti was voted on the board as a member at large for a three (3) year term. Additionally, Kirstin Baer-Harding, Marketing Director graduated from the Leadership APTA program.

DART and ATU Local 441 will begin second round negotiations on November 10, 2015. Initial proposals were heard in October with the anticipation of finalizing all negotiations in the November meetings. ATU Local 441 represents DART's fixed route bus operators and DART's maintenance personnel.

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Along with the Greater Des Moines Partnership, Ms. Presutti, Commissioner Peterson, Commissioner Muldoon, Commissioner Van Oort and Amada Wanke, Communication and Engagement Officer visited Kansas City, Mo to learn about their transit system and bus rapid transit lines. Overall the trip was very informative and provided great insight into future Kansas City transit plans and initiatives.

Ms. Presutti updated the Commission on the future Medicaid changes relating to the state's intent to modernize and privatize Medicaid transportation trips. Ms. Presutti stated that she was unsure of what the outcome would be regarding Medicaid transportation and how the changes would impact DART trips. DART handles approximately a million dollars in Medicaid trips on an annual basis.

FUTURE AGENDA ITEMS

No update.

COMMISSIONER ITEMS

No update.

OTHER – Communications

No update.

NEXT MEETING

December 1, 2015 at 12:00 pm

ADJOURNMENT

A motion by Mr. Conkling and second by Ms. Connolly to adjourn the regular Commission Meeting was made at 1:20 pm. The motion carried unanimously.

Future 2015 Meeting Dates

Dec 1

Chair

Clerk

Date