

**OFFICIAL PUBLICATION  
DES MOINES AREA REGIONAL TRANSIT AUTHORITY (DART)  
COMMISSION MEETING – April 5, 2016 – 620 CHERRY STREET, DES MOINES, IA 50309**

**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: Ruth Randleman

**CALL TO ORDER**

The meeting was called to order by Chair, Steve Peterson at 12:05 pm. Roll call was taken and a quorum was present.

Notice of the meeting was duly published.

**APPROVAL OF AGENDA**

Chair, Steve Peterson requested a motion to approve the agenda as presented. It was moved by Ms. Hensley and seconded by Mr. Van Oort to approve the April 5, 2016 Agenda as presented. The motion carried unanimously.

**PUBLIC COMMENT**

No comments.

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

Jay Peterson, TRAC President provided a brief update on the November TRAC meeting:

- 2016 TRAC Goals
- DART Forward – Introduction of Transportation Management & Design, Inc. (TMD)
- Snow removal at bus stops
- Merle Hay Bus Stop

**CONSENT ITEMS**

7A – Commission Meeting Minutes – March 1, 2016

7B – FY 2017 State Grant Application

It was moved by Mr. Conkling and seconded by Ms. Hensley to approve the consent items as presented. The motion carried unanimously.

**ACTION ITEMS**

8A – Advertising Sales, Production, Installation Services

It was moved by Ms. Hensley and seconded by Mr. Mahaffey that the Commission approve 8A1; the five (5) year contract with three (3), one (1) year options with Advertising Vehicles to provide Print Advertising Sales, Production and Installation Services and to defer pending further discussion, Action Item 8A2; the approval a five (5) year contract with three (3), one (1) year options with Commuter Advertising to provide Audio Advertising Service. Item 8A2 will be revisited at a later date. The motion carried unanimously.

8B – February 2016 Financials

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

**COMMISSIONER ITEMS**

As part of an effort to update all position descriptions for DART staff members, the DART General Manager position description was addressed. The DART Executive Committee worked with DART General Manager, Elizabeth Presutti to create and update an official position description. The full DART Commission reviewed the description at a workshop on March 31, 2016. As part of the position update a review of the General Manager title was evaluated. It was recommended by the DART Executive Committee to change the official title of the position to Chief Executive Officer/General Manager. The General Manager reference is being maintained in the official position title due to references in the DART 28E agreement. For everyday business related purposes, the position will be referred to as the Chief Executive Officer (CEO).

Chair Steve Peterson requested a motion to approve the updated Chief Executive Officer/General Manager Position Description as presented. It was moved by Mr. Van Oort and seconded by Mr. Conkling. The motion carried unanimously.

#### **CLOSED SESSION**

It was moved by Mr. Conkling and seconded by Mr. Van Oort that the Commission adjourn the regular session and reconvene in closed session.

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

Chair Steve Peterson recessed the meeting at 1:27 pm.

Chair Steve Peterson moved that the Commissioners of the Des Moines Area Regional Transit Authority go into closed session to discuss strategy with council in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

At 1:49 pm it was moved by Mr. Van Oort and seconded by Mr. Gayman that the closed session be adjourned. The motion carried unanimously.

#### **MEETING RECONVENED IN OPEN SESSION**

At 1:50 pm it was moved by Mr. Conkling and seconded by Ms. Muldoon 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-Yea, Connolly-Absent, Gayman-Yea, Hensley-Yea, Johnson-Yea, Mahaffey-Absent, Muldoon-Yea, Peterson-Yea, Van Oort-Yea. The motion carried unanimously.

A motion by Ms. Hensley and second by Mr. Gayman to adjourn the regular Commission Meeting was made at 1:51 pm. The motion carried unanimously.

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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 May 3, 2016, at 12:00 p.m. in the DART Multimodal Room at 620 Cherry Street, Des Moines, Iowa.**