



NOTICE OF COMMISSION MEETING AND AGENDA
DES MOINES AREA REGIONAL TRANSIT AUTHORITY
DART MULTIMODAL ROOM, 620 CHERRY STREET
NOVEMBER 5, 2019 – 12:00 PM



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1.	CALL TO ORDER	
2.	ROLL CALL AND ESTABLISHMENT OF QUORUM	
3.	NOTICE OF MEETING	
4.	APPROVAL OF NOVEMBER 5, 2019 AGENDA	
5.	PUBLIC COMMENT (Limit 3 minutes)	
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12.	CLOSED SESSION	42
13.	NEXT MEETING: Regular DART Meeting - Tuesday, December 3, 2019 – 12:00 P.M.	
14.	ADJOURN	

Language, visual, hearing and transportation services are available at meetings upon request. For requests, please call DART at 515.283.8100 at least 48 hours in advance of the meeting.



**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES
620 CHERRY STREET – DES MOINES, IOWA 50309
OCTOBER 1, 2019**



ROLL CALL

Commissioners/Alternates Present and Voting:

Scott Henry, Gary Lorenz, Doug Elrod, Josh Mandelbaum, Jeremy Hamp, Paula Dierenfeld, Ross Grooters, Angela Connolly, Bob Andeweg, Russ Trimble and Zac Bales-Henry

Other Commissioners Present:

Frank Cownie (arrived at 12.07pm, departed at 12.34pm)

Commissioners Absent:

Vern Willey, Michael McCoy, Sara Kurovski and Tom Gayman

CALL TO ORDER

Paula Dierenfeld, Vice Chair called the meeting to order at 12:01 pm. Roll call was taken, and a quorum was present.

Notice of the meeting was duly published.

APPROVAL OF AGENDA

Paula Dierenfeld, Vice Chair requested a motion to approve the agenda as presented.

It was moved by Ross Grooters and seconded by Angela Connolly to approve the October 1, 2019 agenda. The motion carried unanimously.

PUBLIC COMMENT

Ms. Hall, DART rider shared some current observations she had from riding DART the last month.

TRANSIT RIDERS ADVISORY COMMITTEE UPDATE

Hayley Anderson, TRAC Chair shared that at the last committee meeting, which was held on Wednesday, September 18 they received updates from the Planning department on the expansion of the Paratransit service area into Grimes due to upcoming October Service Changes, bus shelter updates and informing the commission that the committee will be working on recruiting new TRAC members.

CONSENT ITEMS

7A – Commission Meeting Minutes – September 3, 2019

7B – August 2019 Financials

It was moved by Russ Trimble and seconded by Jeremy Hamp to approve the consent items as presented. The motion carried unanimously.



ACTION ITEMS

8A – West Des Moines Human Services Transportation

It was moved by Doug Elrod and seconded by Zac Bales-Henry to authorize staff to negotiate and enter into a revenue contract with the City of West Des Moines to provide their Human Services Transportation at a price of \$26.72 per individual trip and \$13.05 per person per trip for group trips.

The motion was approved by Scott Henry, Gary Lorenz, Doug Elrod, Josh Mandelbaum, Jeremy Hamp, Paula Dierenfeld, Ross Grooters, Angela Connolly, Bob Andeweg, and Zac Bales-Henry. Russ Trimble abstained.

DISCUSSION ITEMS

9A – Central Transportation Analysis (Gap Analysis)

Amanda Wanke, Chief External Affairs Officer provided the Commission with an overview of the Central Iowa Transportation Analysis, a study being led by the United Way of Central Iowa and the Greater Des Moines Community Foundation, in partnership with multiple organizations including DART.

9B – Planning Update

Luis Montoya, Planning and Development provided an update on DART's involvement in discussions about how to structure a system to allow shared electric scooters (e-scooters) to operate locally in a way that fosters innovation and improves transportation options while protecting public interests. An update was also given on the Transit Optimization Study.

9C – Performance Report – August 2019

Elizabeth Presutti, Chief Executive Officer, shared that August 2019 was DART's highest ridership month since we opened DART Central Station. We attributed this partly to perfect weather for the Iowa State Fair. Ridership is up 3.5% YTD through the end of August. We have seen growth with the LINK Shuttle which services the Center Street parking lot. We partnered with Polk County in the Spring to provide juror transportation and due to this ridership has tripled.

MONTHLY REPORTS

10A – Operations

No Update

10B – External Affairs

No Update

10C – Procurement

No Update

**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES – OCTOBER 1, 2018**



10D – Chief Executive Officer

Elizabeth Presutti, Chief Executive Officer shared that we are continuing to work on scheduling the Stakeholder interviews with Scott Raecker for the property tax formula. In addition, we are working with our member community libraries on story hour. Staff recently attended the Federal Transit Regional Conference in Kansas City, this was an opportunity to learn, especially on their mobility options – Kansas City is looking to go fare free under the premise that the fare someone pays has more value outside the farebox being spent in the community for necessities.

FUTURE AGENDA ITEMS

Meeting appointments will be sent out for upcoming Commission Workshops.

COMMISSIONER ITEMS

12A – Establishment of Nominating Committee

Paula Dierenfeld, Vice Chair, asked Mr. Hamp, Mr. Elrod and Mr. Bales-Henry to serve on the nominating committee. Elizabeth Presutti, Chief Executive Officer explained the process; the nominating committee will recommend a slate of officers at the January 2020 Commission meeting as well as nominate for the two at-large positions.

12B – 2020 Commission Meeting Dates and Times

The Commission agreed to keep the same date and time for the 2020 commission meeting dates, the first Tuesday of the month at noon (as listed below). Vicky Barr, Executive Coordinator and Commissions Clerk will send out the calendar invites to all commissioners.

The meeting dates and times for 2020 are:

- January 7, 2020 at 12:00 pm
- February 4, 2020 at 12:00 pm
- March 3, 2020 at 12:00 pm
- April 7, 2020 at 12:00 pm
- May 5, 2020 at 12:00 pm
- June 2, 2020 at 12:00 pm
- July 7, 2020 at 12:00 pm
- August 4, 2020 at 12:00 pm
- September 1, 2020 at 12:00 pm
- October 6, 2020 at 12:00 pm
- November 3, 2020 at 12:00 pm
- December 1, 2020 at 12:00 pm

Paula Dierenfeld, Vice Chair adjourned the meeting at 12:39 pm

Chair

Clerk

Date

******OFFICIAL NOTICE OF THE NEXT DART COMMISSION MEETING DATE IS HEREBY PUBLISHED:**

The next regular DART monthly Commission Meeting is scheduled for November 5, 2019 at 12:00 pm in the DART Multimodal Room at 620 Cherry Street, Des Moines, Iowa.



CONSENT ITEM



6B:	FY2024 Surface Transportation Block Grant (STBG) Request
Action:	Authorize submission of an application to the DMAMPO for federal STBG funds in the amount of \$1,500,000

Staff Resource: *Debra Meyer, Financial Analyst*

Background:

- Applications for the FY2024 Federal Surface Transportation Block Grant program (STBG) are due to the DMAMPO on December 6, 2019.
- The total STBG funding available for FY2024 is approximately \$13.2 million with MPO policy dictating the minimum distribution to transit at 10%, up to a maximum of 70%. If the MPO estimates are understated, the 2024 unallocated portion is distributed to projects that were either partially funded or unfunded, but only up to the original application amount.
- DART requested \$1,490,000 in FY2023 funding to replace three heavy-duty buses and was awarded slightly less at \$1,400,000

Proposed Request:

- DART will request \$1,500,000 in FY2024 funds (11% of the total), to purchase three heavy-duty buses specified in the capital plan.

Recommendation:

- Approve the submission of the grant as presented to the DMAMPO.

6C:	September FY2020 Consolidated Financial Report
Action:	Approve the September 2019 Consolidated Financial Report

Staff Resource: *Amber Dakan, Finance Manager*

Year-to-Date Budget Highlights:

Revenue:

- Fixed Route Operating revenue year to date is 21.5% ahead of budget projections. The strong performance is attributed to the new Unlimited Access Partnership with the Wittern Group this month along with prior months Iowa State Fair Revenues, annual D-Line Funding, DMACC's Unlimited Access partnership and higher than forecasted Mobile Ticketing revenue.
- Fixed Route Non-Operating revenue is under budget by 2.98%. This is primarily a timing issue on grant funding as well as back fill funding.
- Paratransit Operating revenue is under budget by 20.8%. Other Contracted Services trips account for the shortfall in revenue. The exit of MCO broker United Healthcare and entrance of Iowa Total Care has caused new disruption to the Paratransit division.
- Paratransit Non-Operating revenue is 2.35% under budget resulting from less eligible expenses tied to 5310 Funds.
- Rideshare revenues are 17.1% below budget. Rideshare's revenue budget has increased 9% from prior year in anticipation of continued partnership growth. Rideshare's program revenue is lower than their program expenses but expect to grow revenue in the coming months with more targeted marketing.

Operating Expense:

- Fixed Route Budget Summary – Operating expenses are tracking with budget projections. Currently operating expenses are at 24.96%. Categories seeing savings include Services, Fuel & Lubricants, and Insurance Expense. Overages are tied to Salaries and Wages attributed to State Fair service as well as annual benefits expensed each July. Additionally, Equipment Repair Parts are tracking higher than budget for the first quarter of the year.
- Paratransit Budget Summary – Operating expenses are 9.20% under budget. Equipment Repair Parts, Insurance, and Purchased Transportation are the categories seeing the most savings.
- Rideshare Budget Summary – Rideshare has a budget savings of 19.14% year to date. Many categories are seeing savings; the largest within Fuel & Lubricants and Insurance expenses.

Recommendation:

- Approve the September 2019 Consolidated Financial Report.

**** TOTAL Un-Audited Performance of September FY2020 Year to Date as Compared to Budget:**

Fixed Route	\$	134,073	Reserve for Accidents (See Balance Sheet):
Paratransit	\$	(4,551)	\$247,046.13
Rideshare	\$	<u>(4,118)</u>	
Total	\$	125,404	

FY2020 Financials: September 2019

FIXED ROUTE	September 2019			Year-To-Date-(3) Months Ending 09/30/2019		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	558,547	471,419	87,128	1,718,459	1,414,258	304,201
Non-Operating Revenue	2,102,274	2,116,809	(14,535)	6,160,969	6,350,427	(189,458)
Subtotal	2,660,821	2,588,229	72,592	7,879,428	7,764,686	114,743
Operating Expenses	2,415,368	2,586,020	170,652	7,745,355	7,758,061	12,705
Gain/(Loss)	245,453	2,208	243,245	134,073	6,625	127,448

PARATRANSIT	September 2019			Year-To-Date-(3) Months Ending 09/30/2019		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	79,251	108,583	(29,332)	257,962	325,750	(67,788)
Non-Operating Revenue	152,844	161,913	(9,069)	474,337	485,740	(11,403)
Subtotal	232,095	270,497	(38,401)	732,299	811,490	(79,191)
Operating Expenses	257,426	270,497	13,071	736,850	811,490	74,640
Gain/(Loss)	(25,331)	-	(25,331)	(4,551)	-	(4,551)

RIDESHARE	September 2019			Year-To-Date-(3) Months Ending 09/30/2019		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	59,557	77,958	(18,401)	182,592	233,875	(51,283)
Non-Operating Revenue	-	-	-	2,400	-	2,400
Subtotal	59,557	77,958	(18,401)	184,992	233,875	(48,883)
Operating Expenses	67,458	77,958	10,500	189,109	233,875	44,766
Gain/(Loss)	(7,901)	-	(7,901)	(4,118)	-	(4,118)

Summary	September 2019			Year-To-Date-(3) Months Ending 09/30/2019		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	697,355	657,961	39,394	2,159,013	1,973,883	185,129
Non-Operating Revenue	2,255,118	2,278,722	(23,604)	6,637,706	6,836,167	(198,461)
Subtotal	2,952,473	2,936,683	15,790	8,796,718	8,810,050	(13,332)
Operating Expenses	2,740,252	2,934,475	194,223	8,671,314	8,803,425	132,111
Gain/(Loss)	212,221	2,208	210,013	125,404	6,625	118,779



CONSENT ITEM



6D: Quarterly Investment Report

Staff Resource: Amber Dakan, Finance Manager

Background:

- DART began investing its reserve dollars in April, 2016 with the intent to maximize the value of our assets.
- The first quarter of FY2020 (July 1, 2019 – September 30, 2019) ended with \$3,038,358 in our investment portfolio. This is down from the prior quarter which had April's property tax receipts. The October property tax receipts will provide another uptick in the account in the next quarterly review.
- The current quarterly statement recognized \$31,931 in accrued income and appreciation.
- Portfolio assets are currently held in high yield money market funds. The quarter ended with a 1.88% interest rate.
- Attached within the packet is DART's Quarterly Investment Report.

Recommendation:

- Approve the recommended quarterly investment report for the first quarter of Fiscal Year 2020 (July 1, 2019 – September 30, 2019).



MILES *Capital*

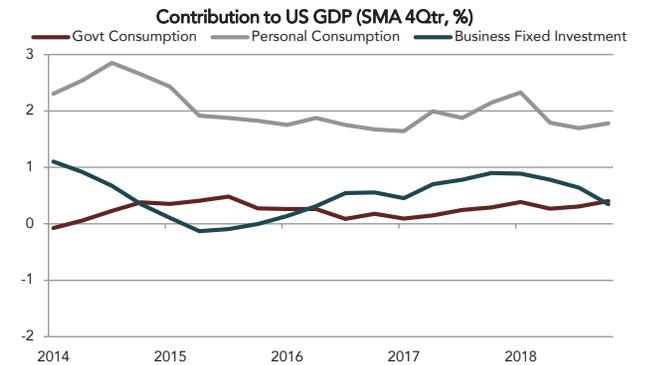
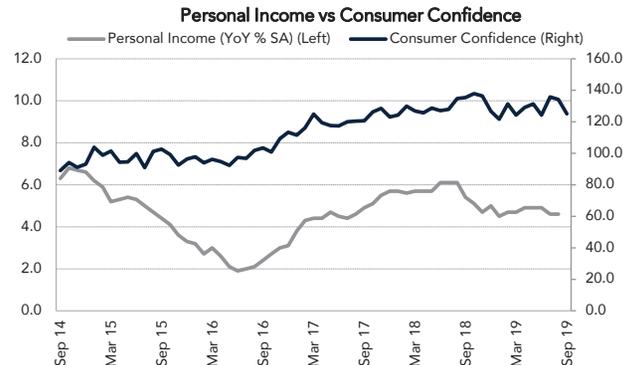
Investment Review

Des Moines Area Regional Transit Authority

Period: July 1, 2019 – September 30, 2019

1415 28th St., Suite 200 | West Des Moines, IA 50266 | 800.343.7084

Quarterly Economic Overview | Third Quarter 2019



U.S. equities had a mixed third quarter. Large Cap stocks were up 1.70 percent while Small Cap stocks declined 2.40 percent during the quarter. Defensive sectors such as utilities, real estate, and consumer staples were the best performing sectors, while energy declined 6.56 percent and lagged for the second straight quarter.

International equities were also down as the MSCI EAFE declined 1.07 percent for the quarter. Focus remained on U.S. trade policy with China. Additional factors keeping the markets on edge include the United Kingdom's Brexit, recessionary concerns in Germany, and how the new head of the European Central Bank (ECB) performs.

Consumer confidence has been elevated for over two years, and has remained near all-time highs for much of the last year. Despite volatile news headlines, such as an inverted yield curve, stock market volatility, and tariffs, the consumer remains positive. According to the University of Michigan, only one-third of all consumers negatively mentioned trade policies in September when asked to explain factors underlying their economic expectations.

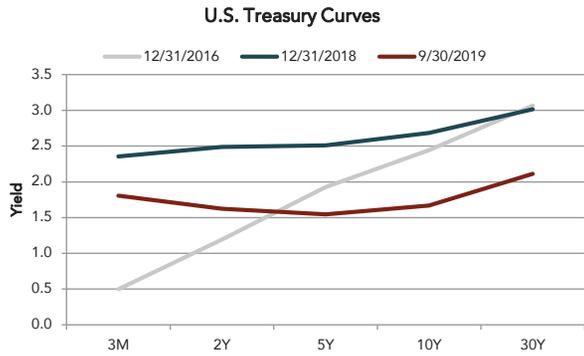
Another factor that could potentially derail confidence is personal income, which has been stagnant for a year. With the low unemployment rate, personal income has generally nudged up, although personal interest income decreased due to rate cuts. Personal income and its impact on consumer confidence could be an important economic driver, as consumer spending accounts for approximately two-thirds of GDP.

The primary components of GDP have been fairly range bound over the past several years, but the strongest driver of economic growth in the U.S. continues to be solid consumer consumption. The consumer accounts for approximately two-thirds of the overall economy. Consumer spending has been fueled by low unemployment and rising wages.

The impacts of the 2017 Tax Cuts and Jobs Act to business investments has been offset by trade uncertainty. Business investments have lagged recently as corporations slow purchases or reconfigure supply chains in absence of a clearer view on a trade deal with China. Net exports continue to drag overall growth.

Year over year growth is expected to be around 2.2 percent for the year 2019, and expectations are for growth in 2020 to be closer to 1.7 percent.

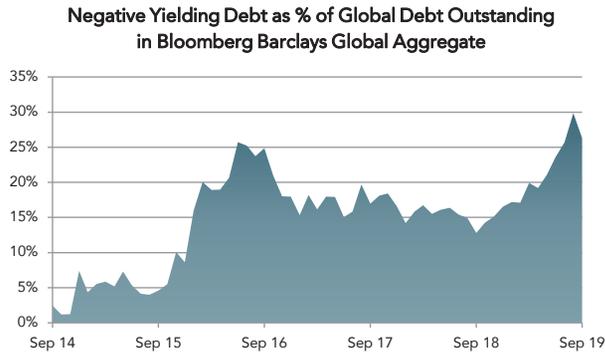
Quarterly Economic Overview | Third Quarter 2019



Source: Bloomberg

The graph above shows the changes in the U.S. treasury curve from the 3 month maturity to the 30 year maturity for 12/31/16, 12/31/18, and 9/30/19. The three curves show that the treasury curve has “flattened”, meaning shorter treasury rates have risen and become closer to longer rates.

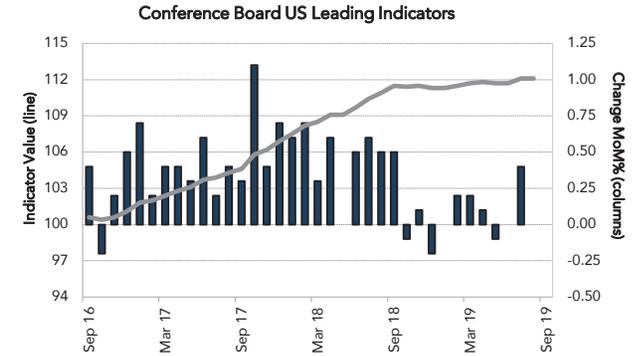
The 9/30/19 curve shows that the curve in general has lowered from 12/31/18 due to the Federal Reserve (Fed) lowering rates twice during the third quarter. The treasury curve this year has shown times of “inversion” where shorter rates are higher than longer rates. There has been a lot of interest in whether this is indicative of a recession, but with the accommodative posture of the Fed as well as global negative debt yields affecting the U.S. treasury curve, we believe the immediate chances of recession are low.



Source: Bloomberg

The percentage of global debt outstanding that has a negative yield has grown significantly from 2014 to 2019 according to the Bloomberg Barclays Global Aggregate Bond Index. As the global economy has slowed, global monetary policy has become more accommodative. The percentage of global negative yielding debt has now increased to almost 30%. Negative yielding debt is an unusual phenomenon driven by buyers seeking to store their wealth in safe places and to possibly benefit from further increases in bond prices.

The amount of global negative yielding debt strongly influences the demand for positive yielding U. S. bonds. This increased global demand has had the effect of moving U.S. yields lower and has contributed to the yield curve inversion. This is one of the reasons that the inverted curve may not be as indicative of a recession as it has been in the past.



Source: Bloomberg

Leading Economic Indicators have become more mixed but remain elevated. While we have seen lower investment and weaker manufacturing performance this year, continued strength in labor markets, consumer confidence and equity markets have helped to buoy the outlook to levels indicative of continued economic growth.

Investors should pay attention to any sustained weakening in the equity or labor markets as this could be the first signals of lower economic growth. Conversely, the outlook could improve if the uncertainty surrounding the trade dispute is resolved as firms resume investing in capital projects.

Des Moines Area Regional Transit Authority

As of: September 30, 2019

Economic & Market Commentary:

During the third quarter, the economy continued to display what the Federal Reserve (Fed) referred to as the “cross currents” of trade and growth uncertainties. Economic data remained strong, yet not as strong as previous quarters. This is partially due to elevations from the fiscal tax stimulus. GDP growth for the second quarter was a 2.1 percent increase which is still an acceptable rate. Corporate earnings growth for the second quarter was relatively solid as well as the consumer (roughly 70% of the economy) is still exhibiting rather robust spending. During the quarter the Fed shifted their stance and lowered rates twice, as they became more concerned about the slowing growth and potential impacts from trade negotiations.

Strategy & Market Drivers:

The Fed has changed their interest rate tone significantly in 2019, lowering rates twice in the third quarter. As a result of these changes, interest rates decreased for the quarter, generally down 25 to 40 basis points across treasury curve maturities. There have also been pockets of yield curve inversion - where shorter maturity rates are higher than longer maturity rates. The three month treasury has had rates higher than ten year treasuries for all of 2019, and the two year treasury at times has been higher than the ten year treasury, which has been a historical barometer of potential recession. This has removed the economic incentive for investing longer.

Outlook:

The markets are entering the final quarter of 2019 with a lingering trade war, unimpressive corporate earnings, and more political distractions than normal. While both the U.S. and China have postponed tariffs that would impact consumer goods, the next round of negotiations will determine whether additional tariffs go into effect in December. Last year the markets dropped in the fourth quarter, but this year the Fed has cut interest rates and indicated that it is ready to take additional measures, if necessary. The fourth quarter has historically been the best performing quarter of the year, but the equity markets are already up between 13 and 22 percent this year. We are forecasting a slower growth environment for the U.S. and believe the markets will remain volatile. The Fed will likely cut rates once more unless there are resolutions to some of the economic challenges.

Des Moines Area Regional Transit Authority

As of: September 30, 2019

Portfolio Appraisal

Cusip/Ticker	Quantity	Security Name	Rating	Coupon	Maturity	Purchase Cost		Market Value		% of Assets	Estimated Annual Income	Yield
						Average Cost	Total Cost	Price	Value			
Short Term Liquidity												
Cash/Cash Equivalents												
GOIXX	1,245	FEDERATED GOVT OBLI FD-IS	NR	1.950		1.00	1,245	1.00	1,245	0.0	24	1.96
SA0004000	3,032,278	FIRST NATIONAL BANK OMAHA (ICS) - SAVINGS	NR	1.850		100.00	3,032,278	100.00	3,032,278	100.0	56,097	1.88
TOTAL Cash/Cash Equivalents							3,033,523		3,033,523	100.0	56,121	1.88
TOTAL PORTFOLIO							3,033,523		3,033,523			
TOTAL ACCRUED INCOME									4,835			
TOTAL PORTFOLIO + ACCRUED INCOME									3,038,358			

Estimated Annual Yield (EAY) as shown is calculated using Yield to Maturity on Market Price (YTM) for fixed income securities and Current Yield for equity securities. Cost basis information should not be relied upon for tax purposes."

Des Moines Area Regional Transit Authority

As of: September 30, 2019

Portfolio Performance

TOTAL RETURN (%)	QTD	YTD	1-year	3-year	5-year	Since Inception*
<small>(periods greater than 12 months annualized)</small>						
Client Portfolio (Gross)	0.55	1.80	2.38	1.65	—	1.51
Client Portfolio (Net)	0.52	1.75	2.31	1.58	—	1.44

*Since Inception date: April 1, 2016

Des Moines Area Regional Transit Authority:

Periods greater than one year are annualized. Past performance is not indicative of future performance. All performance figures include dividends and income, but do not include management fees.

Des Moines Area Regional Transit Authority

As of: September 30, 2019

Account Activity Summary

Portfolio Value on 7/1/2019	\$5,212,420
Deposits/Withdrawals	(\$2,199,112)
Management Fees	(\$1,249)
Income	\$31,931
Appreciation	\$0
Change In Accrued Income	(\$5,632)
Portfolio Value on 9/30/2019	\$3,038,358

Purchases & Sales

Trade Date	Settle Date	Quantity	Security	Ticker	Unit Price	Amount	Gain Loss	
Short Term Liquidity								
Purchase								
07/01/2019	07/01/2019	3	FEDERATED GOVT OBLI FD-IS	GOIXX	\$1.00	\$2.93		
07/01/2019	07/01/2019	12,934	FIRST NATIONAL BANK OMAHA (ICS) - SAVINGS	SA0004000	\$100.00	\$12,934.38		
08/01/2019	08/01/2019	10,004	FIRST NATIONAL BANK OMAHA (ICS) - SAVINGS	SA0004000	\$100.00	\$10,004.41		
08/01/2019	08/01/2019	3	FEDERATED GOVT OBLI FD-IS	GOIXX	\$1.00	\$2.99		
09/01/2019	09/03/2019	8,984	FIRST NATIONAL BANK OMAHA (ICS) - SAVINGS	SA0004000	\$100.00	\$8,983.58		
09/01/2019	09/03/2019	2	FEDERATED GOVT OBLI FD-IS	GOIXX	\$1.00	\$2.48		
		TOTAL Purchases					\$31,930.77	
Sell								
07/25/2019	07/25/2019	130	FEDERATED GOVT OBLI FD-IS	GOIXX	\$1.00	\$130.05		
08/26/2019	08/26/2019	130	FEDERATED GOVT OBLI FD-IS	GOIXX	\$1.00	\$130.37		
08/27/2019	08/27/2019	1,200,000	FIRST NATIONAL BANK OMAHA (ICS) - SAVINGS	SA0004000	\$100.00	\$1,200,000.00		
09/20/2019	09/20/2019	1,000,000	FIRST NATIONAL BANK OMAHA (ICS) - SAVINGS	SA0004000	\$100.00	\$1,000,000.00		
09/25/2019	09/25/2019	101	FEDERATED GOVT OBLI FD-IS	GOIXX	\$1.00	\$100.62		
		TOTAL Sales					\$2,200,361.04	

Des Moines Area Regional Transit Authority

As of: September 30, 2019

Disclosures:

The information provided in these reports is confidential and intended for existing client use only. All information contained herein is believed to be correct, but accuracy cannot be guaranteed and should not be relied upon for legal or tax reporting purposes. These reports are not intended for clients to use as a replacement for custodial statements, which should be considered the official record. Miles Capital encourages clients to compare and verify the information in this report with the custodial statement.

All expressions of opinion and predictions in this report are subject to change without notice. This report is not intended to be nor should it be relied upon in any way as a forecast or guarantee of future events regarding a particular investment or the markets in general. The information in this document derived from sources other than Miles Capital is believed to be accurate and is not independently verified nor guaranteed to be accurate or valid. If shown in this report, security and portfolio level analytics with respect to fixed income portfolios are derived opinions and market assumptions made by Miles Capital. Some of the assumptions with respect to fixed income portfolios and the underlying investments include, but are not limited to, expected levels of volatility, prepayment rates, default rates and recovery rates of certain assets held in the portfolio. Future market experience may differ from these opinions and assumptions.

Past performance is not a guarantee of future results. As with all strategies, there is a risk of loss of all or portion of the amount invested.

No chart, graph or formula can by itself determine which securities an investor should buy or sell.

Cost Basis in this statement reflects estimated unrealized or realized gains or losses for informational purposes only. Cost basis information is not verified by Miles Capital and should not be relied upon for legal or tax purposes. This statement should not be used for tax preparation without assistance from a tax consultant. Miles Capital does not report capital gains or losses for securities to the IRS.

Estimated Annual Income (EAI), when available, is used in this report to reflect the amount a client would earn on a security if its current position and related income remained consistent for a year. EAI reflects only the income generated by an investment. It does not reflect changes in its price, which may fluctuate.

Estimated Annual Yield (EAY), when available, is used in this report to reflect the current EAI divided by the current value of the security as of the statement closing date.

EAI and EAY are estimates and the actual income and yield may be lower or higher than the estimated amounts. The information used to derive these estimates is obtained from various outside vendors; Miles Capital is not responsible for estimated annual income and yields which are either missing or incorrect.



ACTION ITEM



7A: 2020 State Legislative Priorities

Action: Approve the 2020 State Legislative Priorities

Staff Resource: *Amanda Wanke, Chief External Affairs Officer*
Elizabeth Presutti, Chief Executive Officer

Background:

As DART staff and Commissioners continue to address long-term funding needs for transit in the region, they have continued the following efforts over the last year:

- **Revenue Diversification:** DART staff have had an increased focus on securing private and business financial support for DART in order to diversify funding. New partnerships include more than \$300,000 in Unlimited Access partnerships and support for capital programs.
- **Innovation, Efficiency and Effectiveness Efforts:**
 - DART made major, cost-neutral, service changes in August 2018 and October 2019 to ensure that the current service on the road meets the changing needs of customers and is as cost-effective as possible.
 - In partnership with Uber and Yellow Cab, DART began a Flex Connect pilot, in which riders in a designated zone in Urbandale can book an Uber, taxi or a DART accessible vehicle to take them to or from one of three transfer points. From there, riders can connect to several of DART's Fixed Routes. With this pilot, DART is testing if there is a better, lower cost way to provide access to public transit in less dense areas that don't warrant a large bus.
 - The Transit Optimization Study, which is being conducted over the coming months, aims to see if there are new business models for public transportation and plan for the future of transportation in the growing region.
- **Regional Funding Formula Conversations:** Over the course of fiscal year 2020 the DART Commission work through a process of determining a new property tax formula that:
 - meets the regional intent of DART;
 - allows for DART's member communities to continue to find value in maintaining their membership; and
 - provides flexibility for DART to meet the future needs of the community.
- **Stakeholder Support:** Staff have also requested the DART funding proposals be included as part of other stakeholder organizations' legislative priorities.

ACTION ITEM
7A: 2019 State Legislative Priorities



Proposed Legislative Agenda:

- **Potential Funding Solutions:**

	Additional Levies	Property Tax Cap Increase
Legislative request	Grant access to four additional levies municipal transit systems have access to: <ul style="list-style-type: none"> ▶ Liability, property and self-insurance costs ▶ FICA & IPERS ▶ Other employee benefits ▶ Debt Service Levy 	Increase \$0.95 cap by \$0.50 to \$1.45, which would result in: <ul style="list-style-type: none"> ▶ No immediate increase in the levy ▶ Local control ▶ Flexibility to evaluate a different rate structure
Financially sustainable through*	2029	2040

**using current formula and existing service levels*

- **Other Funding Diversification:** Authorize staff and lobbyists to discuss any other potential revenue diversification options that may arise during the legislative session. Staff and lobbyists would bring these options to the Executive Committee for approval before moving forward.
- **Medicaid:** Any legislative fix to current Medicaid challenges should ensure that the cost of transportation for trips previously funded by Medicaid should not be transferred to local transit authorities, and thereby, local property taxpayers.
- **Property Tax Backfill:** The elimination of the property tax backfill would mean a loss in revenue of more than \$600,000 annually for DART. Staff and lobbyists should encourage legislators to recognize DART's unique status and maintain the backfill.

Recommendation:

- Approve the 2020 State Legislative Priorities.



ACTION ITEM



7B:	On Call Information Technology (IT) Services Contracts
Action:	Approve Contracts with the Referenced Firms to provide On Call IT Services for the Not to Exceed Amount of \$1,250,000

Staff Resource: *Mike Tiedens, Procurement Manager*

Background:

- DART is seeking partners to provide high quality Information Technology and other related support and consulting services to DART. The IT Services will be utilized to help consult with and support DART IT staff on projects and issues that may require resources exceeding DART's available staff and technical resources. The contract term will be three years with two individual one year options.
- The services include, but are not limited to the following areas:
 - Information Management and Network Infrastructure Services
 - PCI Assessment and Network Security (Data loss prevention; malware protection; penetration testing, etc.)
 - Enterprise System Services
 - Support Microsoft Great Plains (Financial System) updates
 - Support asset management and maintenance management software
 - Disaster Recover, Business Continuity and Cyber Security Services
 - Upgrades to networking and infrastructure equipment (firewalls, switches, routers, network storage, etc.)
 - Advanced configurations
 - Redundancy for our network and real-time data to our customers
 - Communications Support
 - Phone system and call center upgrades

Procurement:

- DART conducted a Request for Proposals (RFP) the project. The RFP was published on July 31, 2019 and proposals were due on August 26, 2019.
- Eleven (11) proposals were received for the requested services and ten of the eleven were deemed responsive.

Evaluation Summary:

- Based upon the evaluation criteria identified in the RFP, DART has identified the following firms as scoring the highest and having the best value to DART (in no particular order):
 1. RSM
 2. SWC
 3. IP Pathways



ACTION ITEM

7B: On Call Information Technology (IT) Services Contracts

Pricing Summary:

Average Hourly Rate per Year:

Year	Information Management and Network Infrastructure	Enterprise Systems	Disaster Recovery, Continuity, and Cyber Security	Communications
Year 1	\$200	\$194	\$210	\$188
Year 2	\$206	\$199	\$217	\$192
Year 3	\$215	\$208	\$225	\$199
Year 4	\$223	\$213	\$233	\$205
Year 5	\$233	\$222	\$244	\$214

Funding:

- Funding will come from budgeted operating funds as needs arise.

Recommendation:

- Approve contracts with the referenced firms to provide On Call IT Services for the Not to Exceed Amount of \$1,250,000.



DISCUSSION ITEM



8A: FY 2021 DART Budget Process

Staff Resource: Jamie Schug, Chief Financial Officer

- Staff will provide an update regarding DART's upcoming FY 2021 Budget Process.



DISCUSSION ITEM



8B: Fare Collection System Update

Staff Resource: *Jamie Schug, Chief Financial Officer*

- Staff will review status of the goals for the Fare Collection System update that was completed in fall 2018 with the installation of new fareboxes on DART buses.



DISCUSSION ITEM



8C: October Service Change Update

Staff Resource: Luis Montoya, Planning and Development Manager

- Staff will provide an update regarding the implementation of service changes in October, including customer feedback.



DISCUSSION ITEM



8D: Quarter 1, FY20 Financial Update

Staff Resource: Amber Dakan, Finance Manager

Fixed Route

- Fixed Route Operating Revenue for first quarter FY20 is exceeding budget projections at 30.38%. This is an improvement over first quarter of FY19 which came in at 28.36%. FY20 Unlimited Access Partnership with DMACC and Wittern Group as well as higher adoption of Mobile Ticketing are the biggest drivers of the increase.
- Fixed Route Non-Operating Revenue is up approximately \$353,000 this quarter over the same period last year. As a percentage of budget, FY19 and FY20 are trending similarly at 24.8% and 24.3% respectively. An increase in Property Tax Revenues and Interest Income are the two categories that have had the largest growth.
- Fixed Route Operating Expenses as a percentage of budget is lower in FY20 than it was for quarter one of FY19. FY19 Q1 utilized 26.98% of the expense budget while FY20 Q1 is down to 24.96% of budget utilization. Services, Repairs to Building & Grounds, Supplies & Materials and Miscellaneous Department Expenses are seeing lower expenses over last year. Conversely, Salaries, Wages & Fringes, Equipment Repair Parts, and Insurance are trending higher in FY20 year to date.

Paratransit

- Paratransit Operating Revenue for the first quarter of FY20 is up over the same quarter of FY19. FY20 Operating Revenue is 19.8% and FY19 was at 15.74%. Polk County Funding is higher in FY20 than it was in Q1 of FY19.
- Paratransit Non-Operating Revenue for Q1 year over year is up by approximately \$76,000. Revenue as compared to budget is 24% for both FY19 and FY20.
- Paratransit Operating Expense is down as a comparison of budget in FY20 over FY19. FY20 Operating Expenses were 22.7% year to date and 23.2% in FY19. Services, Equipment Repair Parts, Cab Contracts, and Insurance Expense are all lower than the prior year's usage.

RideShare

- RideShare Operating Revenue for the first quarter of FY20 is down over the same quarter of FY19 at 23.45% and 19.52% respectively. This equates to a difference of approximately \$18,000.
- RideShare operating expense utilization in the first quarter of FY19 and FY20 were nearly the same at 20.5% and 20.2% respectively. Generally, Salaries, Wages, & Fringes are higher in FY20 due to position vacancies in the prior year. This is offset by FY19's Temporary Help Services being higher. Equipment Repairs and Cab Contracts are two larger categories seeing lower utilization over last year.



DISCUSSION ITEM



8E: Quarterly Safety Report

Staff Resource: Patrick Daly, Safety Manager

Analysis of accidents for the 1st Quarter of FY2020:

ACCIDENTS BY ROUTE:	1 st QTR <u>FY20</u>	1 st QTR <u>FY19</u>	YTD <u>FY20</u>	YTD <u>FY19</u>
#1 – FAIRGROUNDS	1	3	1	3
#3 – UNIVERSITY	4	1	4	1
#4 – 14TH	0	1	0	1
#5 – FRANKLIN AVE/JOHNSTON	1	0	1	0
#6 – INDIANOLA AVE	0	1	0	1
#7 – SW 9 th ST	1	1	1	1
#8 – FLEUR DR	0	0	0	0
#9 – EXPRESSES	2	4	2	4
#10 – EAST UNIVERSITY	1	0	1	0
#11 – INGERSOLL/VALLEY JCT	0	0	0	0
#12 – ON PROPRETY	11	3	11	3
#13 – PARK AVE	0	0	0	0
#14 – BEAVER AVE.	1	1	1	1
#15 – 6 th AVE.	3	2	3	2
#16 – DOUGLAS AVE	1	1	1	1
#17 – HUBBELL AVE/ALTOONA	0	5	0	5
#50 – EUCLID/DOUGLAS	2	0	2	0
#52 – VALLEY WEST/JORDAN CR	4	0	4	0
#60 – INGERSOLL/UNIVERSITY	5	0	5	0
#72 – WDM/CLIVE FLEX	1	0	1	0
#73 – URBANDALE/WHTS FLEX	0	0	0	0
#74 – NW URBANDALE FLEW	0	0	0	0
#75 – GRIMES ON-CdII	0	0	0	0
#40 - LINK	0	1	0	1
#42 - STATE CAPITAL/D-LINE	1	1	1	1
#SS - SCHOOL ROUTES	1	0	1	0
#20 - PARATRANSIT	7	3	7	3
SP - Specials	0	1	0	1
R - RIDESHARE	1	0	1	0
A - ADMIN	0	0	0	0
M – MAINTENANCE	0	0	0	0
SF – STATE FAIR	5	3	5	3
DEADHEAD/NOT DETERMINED	0	1	0	1
TRAINING	0	1	0	1
TAXI	0	0	0	0
TOTALS	53	34	53	34



DISCUSSION ITEM:

8E: Quarterly Safety Report

ACCIDENTS BY TYPE:	1 st QTR	1 st QTR	YTD	YTD
	<u>FY20</u>	<u>FY19</u>	<u>FY20</u>	<u>FY19</u>
BUS INTO FIXED OBJECT	27	10	27	10
PERSONAL INJURY	0	0	0	0
BUS INTO VEHICLE	10	5	10	5
VEHICLE INTO BUS	15	19	15	19
OTHER	1	0	1	0
STRUCK ANIMAL	0	0	0	0
MAINTENANCE	0	0	0	0
VANDALISM	0	0	0	0
TOTALS	53	34	53	34

ACCIDENTS BY CHARGEABILITY CODE:

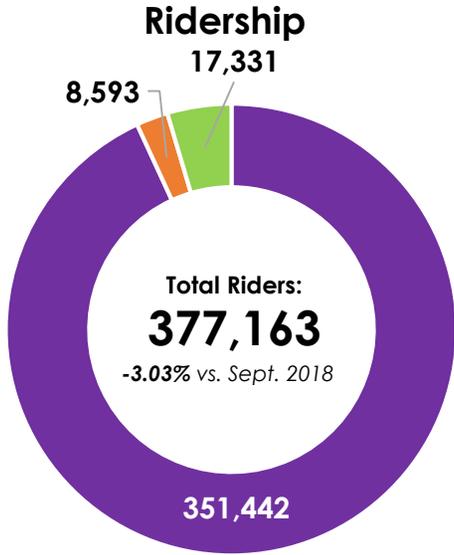
	1 st QTR	1 st QTR	YTD	YTD
	<u>FY20</u>	<u>FY19</u>	<u>FY20</u>	<u>FY19</u>
NON PREVENTABLE	15	20	15	20
PREVENTABLE - OPERATOR	27	10	27	10
PREVENTABLE – ON PROPERTY	11	3	11	3
PREVENTABLE - SYSTEM	0	1	0	1
UNDETERMINED	0	0	0	0
TOTALS	53	34	53	34

ACCIDENTS BY SERVICE

	1 st QTR	1 st QTR	YTD	YTD
	<u>FY20</u>	<u>FY19</u>	<u>FY20</u>	<u>FY19</u>
FIXED ROUTE	36	24	36	24
PARATRANSIT	8	4	8	4
RIDESHARE	1	0	1	0
ADMINISTRATION	0	0	0	0
MAINTENANCE	3	1	3	1
STATE FAIR	5	3	5	3
TRAINING	0	1	0	1
DEADHEAD/UNDETERMINED	0	1	0	1
TAXI	0	0	0	0
TOTALS	53	34	53	34

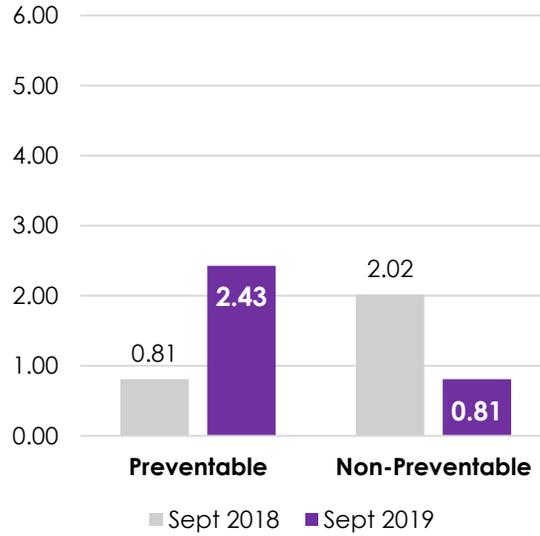


Performance Summary – September 2019

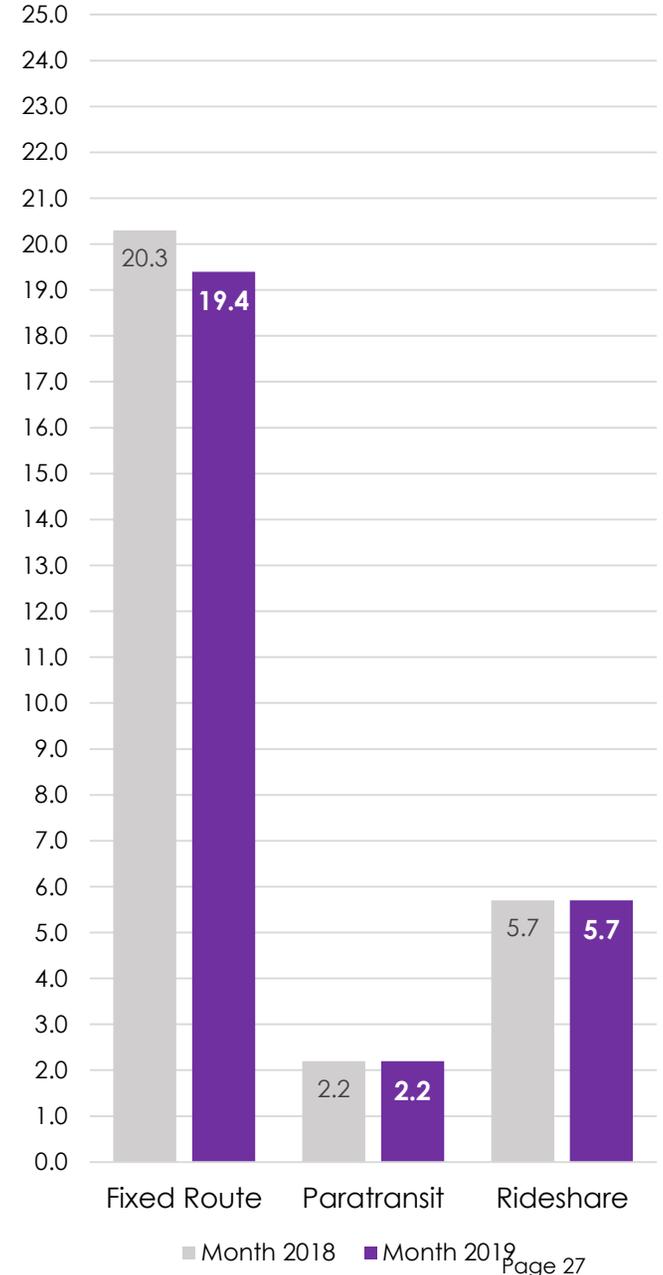


■ Fixed Route ■ Paratransit ■ Rideshare

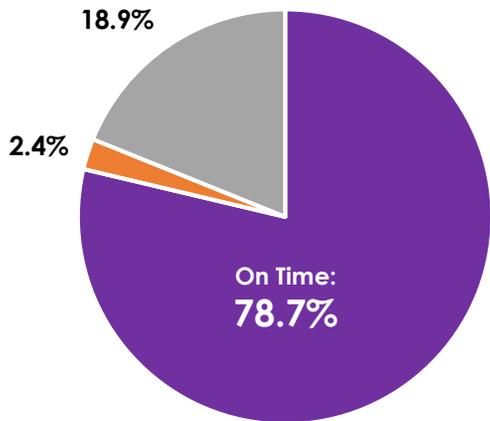
Accidents / 100K Miles



Passengers Per Revenue Hour

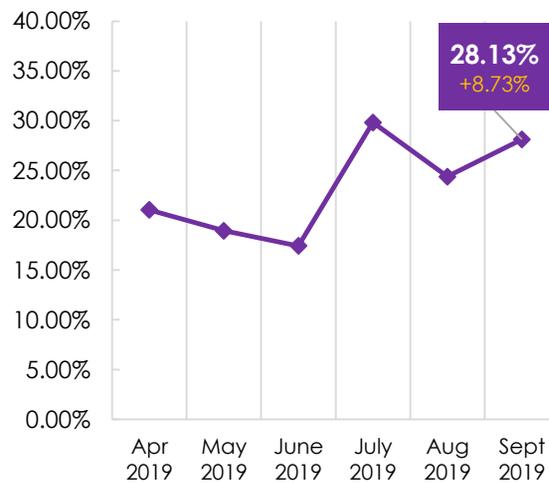


On Time Performance



■ On Time ■ Early ■ Late

Cost Recovery Ratio



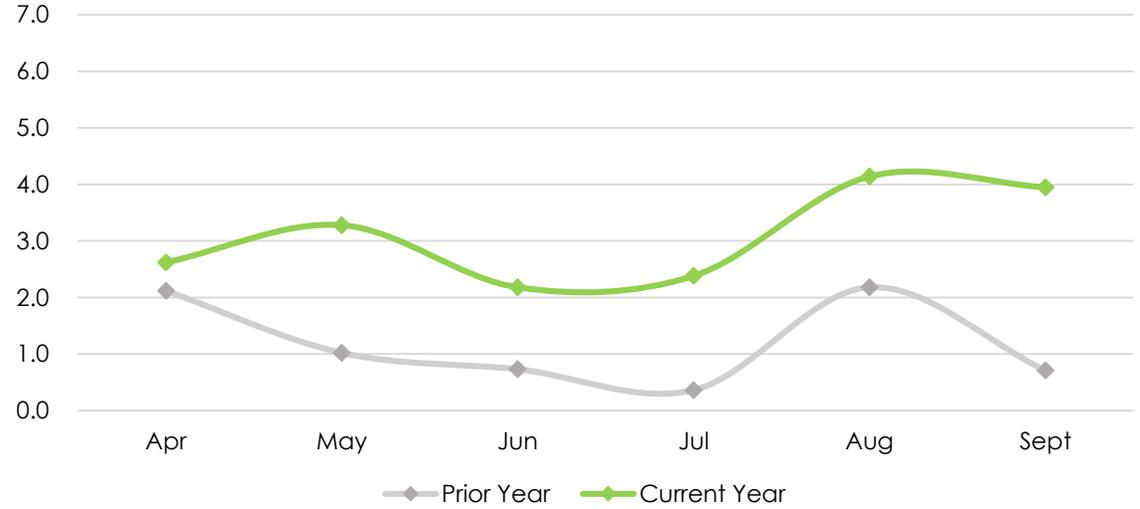


Safety Performance – September 2019

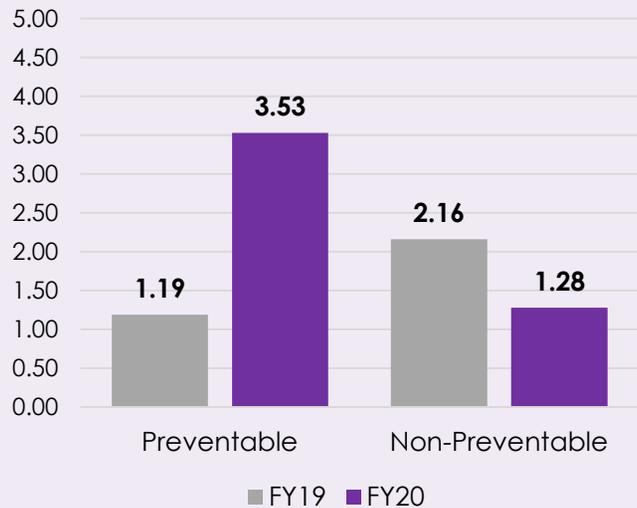
Preventable Accident Report September 2019

	Accidents	Per 100,000 Miles
Apr 2019	9	1.65
May 2019	13	2.43
June 2019	8	1.66
July 2019	10	1.95
Aug 2019	16	2.79
Sept 2019	12	2.43
YTD 2020	38	2.40
YTD 2019	14	0.89
YTD Change	+24	+171%

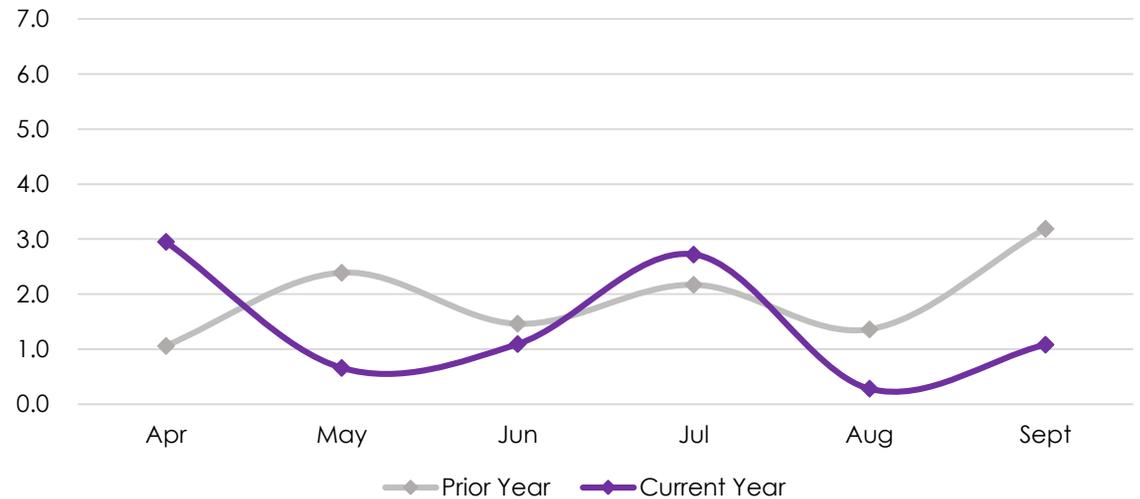
Preventable Accidents Per 100,000 Miles Last Six Months - Fixed Route



Year To Date – Fixed Route Accidents Per 100,000 Miles



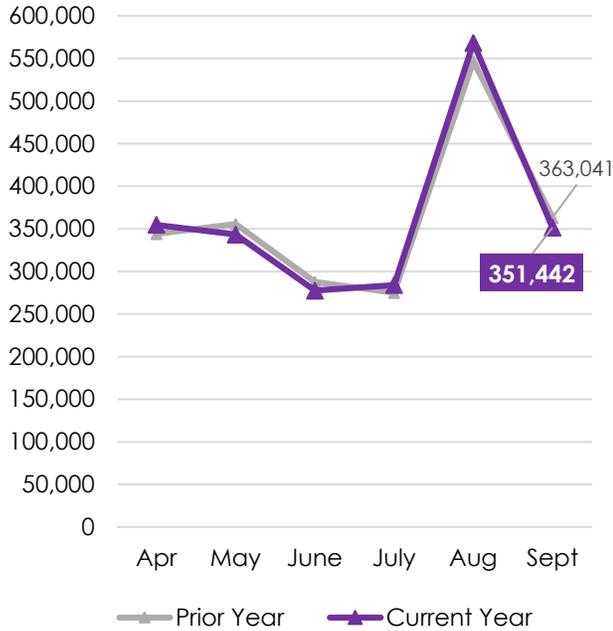
Non-Preventable Accidents Per 100,000 Miles Last Six Months - Fixed Route



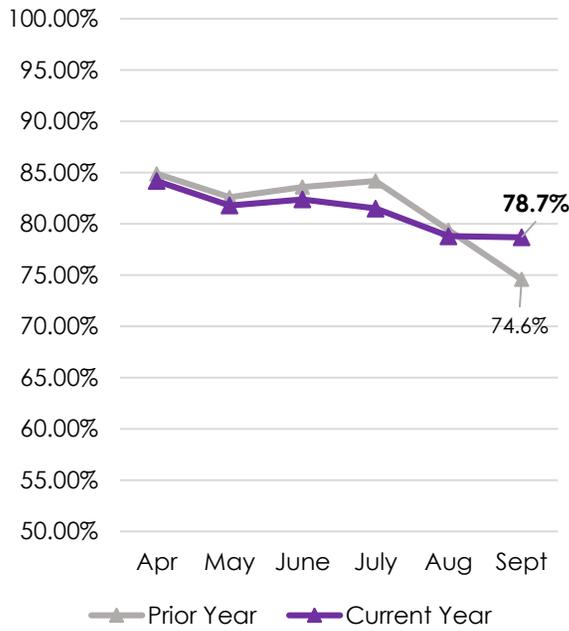


Fixed Route Performance – September 2019

Total Ridership



On Time Performance



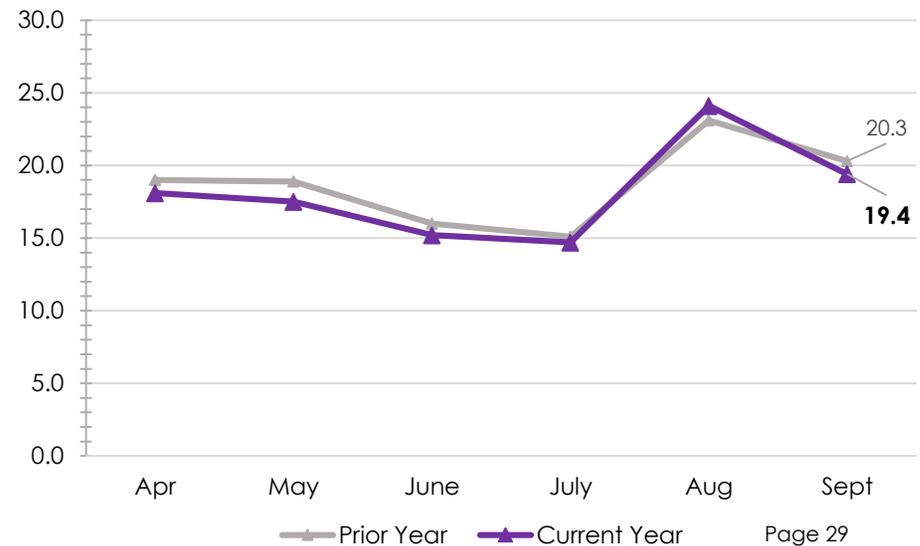
Operating Cost Per Revenue Hour



YTD Report – Fixed Route

Metrics	FY19	FY20	% Change
Customer Service			
On Time Performance	78.86%	78.72%	-0.18%
Complaints p/100K Cust.	13.50	11.30	-16.34%
Roadcalls p/100K Miles	16.41	16.05	-2.24%
Passengers Per Revenue Hour	19.8	19.7	-0.78%
Financial			
Cost Per Revenue Hour	\$114.97	\$108.45	-5.67%
Ridership			
Fixed Route Ridership	1,184,752	1,203,970	1.62%

Passengers Per Revenue Hour

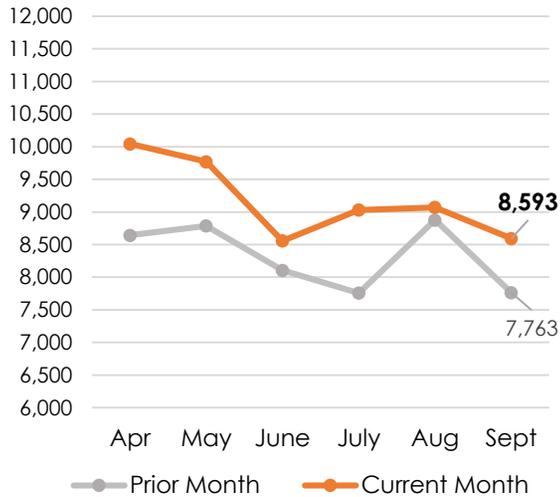




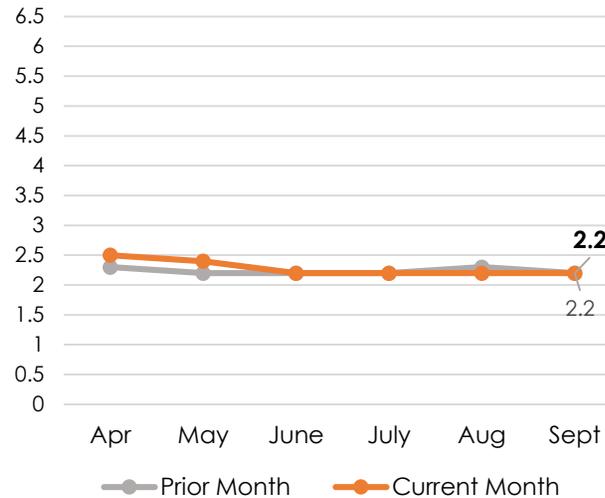
Paratransit & Rideshare Performance – Sept 2019

Paratransit

Total Ridership



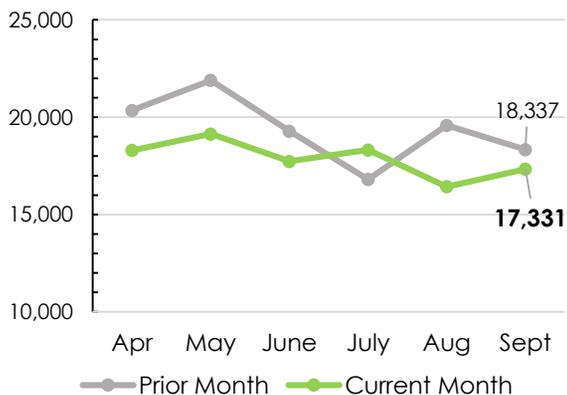
Passengers Per Revenue Hour



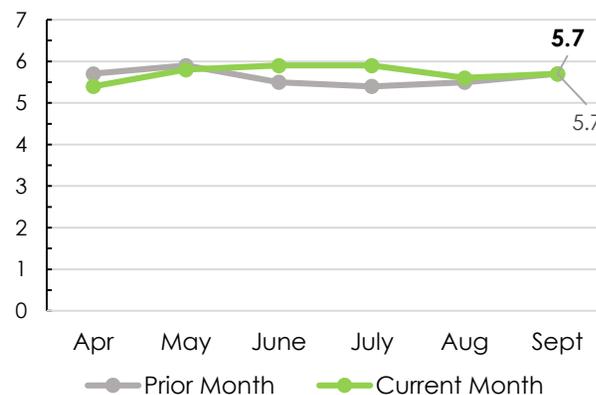
YTD Report	FY19	FY20	% Change
Customer Service			
On Time Performance	84.97%	89.15%	4.93%
Complaints p/100K Cust.	81.97	131.13	59.96%
Roadcalls p/100K Miles	3.99	1.79	-55.00%
Passengers Per Revenue Hour	2.2	2.2	0.00%
Financial			
Operating Cost Per Run	\$405.53	\$376.70	-7.11%
Ridership			
Total Passengers	24,398	26,692	9.40%

Rideshare

Total Ridership



Passengers Per Revenue Hour



YTD Report	FY19	FY20	% Change
Customer Service			
Passengers Per Revenue Hour	5.5	5.7	3.71%
Financial			
Operating Cost Per Passenger	\$5.59	\$5.79	3.58%
Ridership			
Total Passengers	54,727	52,085	-4.83%



Detailed Ridership Report – September 2019

	19-Jun	19-Jul	19-Aug	19-Sep	18-Sep	Sept % Change FY19	FY20 Sept YTD	FY19 Sept YTD	YTD % Change FY20
Fixed Route	277,598	284,087	568,441	351,442	363,041	-3.19%	1,203,970	1,184,752	1.62%
1. Local									
#1 - Fairgrounds	11,307	11,956	269,646	18,248	18,733	-2.59%	299,850	279,447	7.30%
#3 - University	32,505	33,149	35,121	34,208	34,176	0.09%	102,478	93,949	9.08%
#4 - E. 14th	17,671	16,460	16,047	15,878	16,356	-2.92%	48,385	48,703	-0.65%
#5 - Franklin Ave/Johnston	7,000	7,737	8,744	11,766	10,103	16.46%	28,247	28,152	0.34%
#6 - Indianola	20,817	21,297	25,307	29,977	30,745	-2.50%	76,581	74,101	3.35%
#7 - SW 9th St	26,458	25,442	30,802	36,436	35,754	1.91%	92,680	87,824	5.53%
#8 - Fleur Dr	1,497	1,603	2,359	3,919	5,151	-23.92%	7,881	10,116	-22.09%
#10 - East University	2,345	2,833	2,689	3,327	3,184	4.49%	8,849	8,168	8.34%
#11 - Ingersoll/Valley Junction	1,610	1,847	1,916	1,904	2,069	-7.97%	5,667	6,105	-7.17%
#13 - Evergreen	582	707	2,054	6,097	7,419	-17.82%	8,858	10,684	-17.09%
#14 - Beaver Ave	11,372	12,296	14,707	19,378	20,978	-7.63%	46,381	51,690	-10.27%
#15 - 6th Ave	17,438	16,544	20,710	26,726	27,875	-4.12%	63,980	66,336	-3.55%
#16 - Douglas Ave	28,832	28,716	31,684	33,920	36,860	-7.98%	94,320	99,258	-4.97%
#17 - Hubbell Ave/Altoona	21,660	20,757	21,150	21,549	24,436	-11.81%	63,456	73,471	-13.63%
#50 - Euclid	4,808	5,508	5,327	5,238	3,130	67.35%	16,073	4,518	255.75%
#52 - Valley West/Jordan Creek	12,808	12,787	12,807	12,373	13,640	-9.29%	37,967	39,447	-3.75%
#60 - Ingersoll/University	25,390	26,938	29,919	33,633	34,290	-1.92%	90,490	89,939	0.61%
2. Shuttle									
Hy-Vee Shuttle	0	0	0	0	342	-100.00%	0	1,199	-100.00%
D-Line	13,704	16,850	15,345	14,974	14,808	1.12%	47,169	44,957	4.92%
Link Shuttle	913	861	1,104	600	625	-4.00%	2,565	1,270	101.97%
3. Express									
#92 - Hickman	2,019	2,172	2,325	2,404	2,273	5.76%	6,901	6,835	0.97%
#93 - NW 86th	2,626	2,696	2,748	2,614	2,929	-10.75%	8,058	9,084	-11.29%
#94 - Westtown	797	997	1,031	991	1,116	-11.20%	3,019	3,121	-3.27%
#95 - Vista	852	892	854	1,009	1,154	-12.56%	2,755	3,276	-15.90%
#96 - E.P. True	1,815	1,822	2,233	2,845	2,046	39.05%	6,900	6,108	12.97%
#98 - Ankeny	5,260	5,227	5,889	5,963	6,647	-10.29%	17,079	19,034	-10.27%
#99 - Altoona	1,117	1,245	1,271	1,113	1,483	-24.95%	3,629	4,203	-13.66%
4. Flex									
#72 - West Des Moines/Clive	3,491	3,656	3,570	3,467	3,679	-5.76%	10,693	10,440	2.42%
#73 - Urbandale/Windsor Heights	149	197	216	161	190	-15.26%	574	413	38.98%
#74 - NW Urbandale	519	587	620	525	625	-16.00%	1,732	2,108	-17.84%
5. On Call									
Deer Ridge	10	15	2	11	19	-42.11%	28	63	-55.56%
Ankeny	76	105	100	85	84	1.19%	290	300	-3.33%
Johnston/Grimes	132	146	108	98	118	-16.95%	352	388	-9.28%
Regional	18	42	36	5	4	25.00%	83	45	84.44%
Paratransit	8,556	9,030	9,069	8,593	7,763	10.69%	26,692	24,398	9.40%
Medicaid	1,110	1,163	1,026	912	1,252	-27.16%	3,101	3,852	-19.50%
ADA BusPlus	4,488	4,614	4,853	4,530	3,975	13.96%	13,997	12,042	16.23%
Rideshare	17,734	18,324	16,430	17,331	18,337	-5.49%	52,085	54,727	-4.83%
Total Ridership	303,816	311,441	593,940	377,366	389,141	-3.03%	1,282,747	1,263,877	1.49%



MONTHLY REPORT



9A: Operations Team Report

Staff Resources: Fred Gilliam, Chief Operating Officer

- **New Service Changes:** On October 13, 2019 DART transitioned through one of the more comprehensive service changes in many years. The change required operators and supervisors to undergo refresher training as well as initial training on equipment and routes. Preparation required many tasks and objectives from the installation of bus stop signs at new locations as well as the removal of signage from locations we no longer serve to provide support to customers across the spectrum. Everyone across the organization was involved and all teams did an awesome job ensuring a smooth service change.
- **Des Moines apartment fire assistance:** On October 30, 2019 DART was requested to provide emergency assistance due to an apartment fire at 3700 Martin Luther King Drive. DART staff responded quickly and provided a bus to serve as a shelter and central meeting location to 40 plus displaced residents, Polk County Emergency Management, Des Moines Fire Department and American Red Cross staff. In addition, DART provided transportation from the location of the fire to a temporary shelter at Polk County River Place and back later in the afternoon.



9B: External Affairs Team Report

Staff Resources: Amanda Wanke, Chief External Affairs Officer

Marketing and Communications – Erin Hockman, Marketing and Communications Manager

- **October service change** – The October service change was an all hands on deck effort for the marketing and communications team.
 - **Rider communications & website updates** – A robust rider communications plan was implemented to ensure riders were aware of the changes. Communications included email, social media, bus audio, hang tags in buses and signage at DART Central Station. We worked closely with planning to update schedule brochures for all impacted routes as well as update route schedules and maps on ridedart.com.
 - **Stakeholder communications** – DART's last edition of its print newsletter hit mailboxes in early October. This edition focused on the October service change as well as the new service standards adopted by the DART Commission.
 - **Media coverage & events** – The service change was featured in almost all major local news outlets with in-depth coverage in the Des Moines Register and Business Record. DART partnered with the Urbandale and Grimes Chambers of Commerce to hold ribbon cuttings for our new Flex Connect on-demand service in Urbandale and the extended Express Route 93 in Grimes.



- **Election Day free rides** – DART will offer free rides all day on all Local, Express and On Call services on Election Day, Tuesday, Nov. 5, 2019. Free rides to and from polling locations will also be provided for Paratransit customers. This promotion is intended to ensure all of our riders who want to vote are able to. It also serves as a reminder for the broader community regarding the important role public transit plays in providing people with access to engage in civic life.

MONTHLY REPORT
9B: External Affairs



Marketing Analytics Report

Metric	April 2019	May 2019	June 2019	July 2019	Aug 2019	Sept 2019	Sept 2018	Year Prior
MyDART App Accounts	10,601	11,185	11,860	12,655	15,929	16,960	7,586	55.27%
Website Unique Visitors	26,806	29,681	38,115	38,745	32,904	35,843	36,657	-2.27%
Facebook Likes	3,834	3,947	4,078	4,216	4,245	4,310	3,503	18.72%
Twitter Followers	2,206	2,230	2,230	2,236	2,243	2,255	2,148	4.75%
Instagram Followers					1,206	1,210		
Email Subscribers	14,720	14,800	14,800	14,690	14,750	14,780	8,720	41.00%
Trip Plans	26,104	20,081	30,210	30,073	43,110	41,483	22,322	46.19%
Real-time Map	29,977	30,074	21,532	19,400	28,555	24,911	38,242	-53.51%
Next DART Bus	149,736	157,967	175,433	207,145	243,074	205,723	201,171	2.21%
SMS Text Messaging	251,269	269,340	239,536	138,611	154,160	150,011	186,221	-24.14%
IVR	8,421	8,808	8,372	8,541	9,447	8,893	10,657	-19.84%

MyDART App Report

Metric	April 2019	May 2019	June 2019	July 2019	Aug. 2019	Sept. 2019	TOTAL
Downloads	569	651	747	984	3,213	1,473	20,192
iOS	168	198	254	232	1,127	320	6,613
Android	401	453	493	752	2,086	1,153	13,579
Accounts Created	442	584	675	795	3,274	1,031	16,960
Orders Placed	3,162	3,275	5,504	3,613	7,216	3,479	62,723
Passes Purchased	5,058	7,013	6,852	4,429	12,960	4,437	91,757
Revenue	\$21,948	\$19,856	\$22,698	\$23,970	\$32,162	\$23,186	\$413,155

DART in the News

Date	Headline	Source	Medium	Reach	Sentiment	Document Tags
25-Oct-19	Good Morning Iowa	WOI-DM (ABC)	Broadcast	909	Positive	Customers / Public Awareness
24-Oct-19	Local 5 News at Ten	WOI-DM (ABC)	Broadcast	7,813	Positive	Customers / Public Awareness
24-Oct-19	Today in Iowa at 6	WHO-DM (NBC)	Broadcast	13,256	Positive	Customers / Public Awareness
24-Oct-19	Today in Iowa at 6	WHO-DM (NBC)	Broadcast	13,256	Positive	Customers / Public Awareness
24-Oct-19	Today in Iowa at 6	WHO-DM (NBC)	Broadcast	13,256	Negative	Safety
24-Oct-19	Today in Iowa at 5	WHO-DM (NBC)	Broadcast	5,440	Negative	Safety
23-Oct-19	The Simpsons	KDSM-DM (FOX)	Broadcast	2,707	Negative	Safety

MONTHLY REPORT
9B: External Affairs



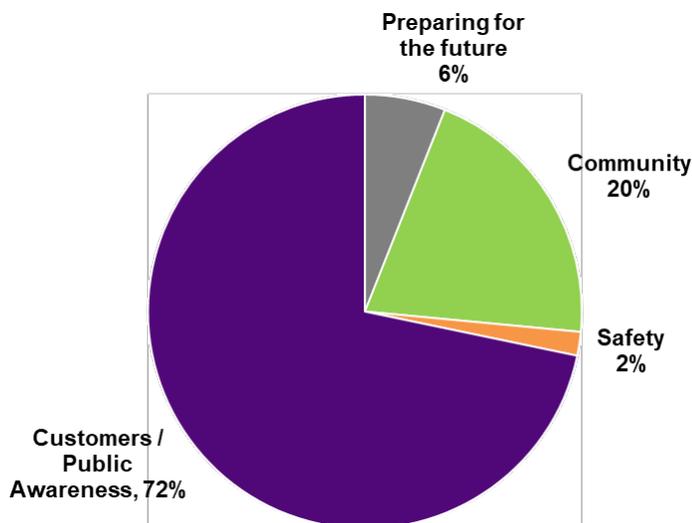
23-Oct-19	Channel 13 News at 10	WHO-DM (NBC)	Broadcast	27,581	Negative	Safety
18-Oct-19	Channel 13 News at Noon	WHO-DM (NBC)	Broadcast	25,705	Positive	Community Customers / Public Awareness
14-Oct-19	Channel 13 News at 10	WHO-DM (NBC)	Broadcast	41,080	Positive	Community Customers / Public Awareness
1-Oct-19	Channel 13 News at Noon	WHO-DM (NBC)	Broadcast	17,773	Positive	Community Customers / Public Awareness
23-Sep-19	KCCI 8 News at Six	KCCI-DM (CBS)	Broadcast	63,044	Neutral	Community
23-Sep-19	Channel 13 News at 6	WHO-DM (NBC)	Broadcast	47,935	Neutral	Community
23-Sep-19	Local 4 News at 5 PM	WHBF-DAV (CBS)	Broadcast	5,119	Neutral	Community
23-Sep-19	Channel 13 Live at 5	WHO-DM (NBC)	Broadcast	29,354	Neutral	Community
23-Sep-19	Channel 13 News at Noon	WHO-DM (NBC)	Broadcast	15,989	Positive	Community
23-Sep-19	KCCI 8 News This Morning	KCCI-DM (CBS)	Broadcast	25,481	Neutral	Community
23-Sep-19	KCCI 8 News This Morning	KCCI-DM (CBS)	Broadcast	25,481	Neutral	Community
25-Oct-19	Johnston Mayor Paula Dierenfeld runs unopposed for fourth term	The Des Moines Register	Online	1,695,740	Neutral	Community Customers / Public Awareness
25-Oct-19	Five candidates run for 3 spots on Johnston City Council	The Des Moines Register	Online	1,695,740	Neutral	Community Customers / Public Awareness
24-Oct-19	Linda Westergaard: Des Moines Ward 2 city council candidate	The Des Moines Register	Online	1,695,740	Neutral	Community Customers / Public Awareness
24-Oct-19	Ethan Standard: Des Moines at-large city council candidate	The Des Moines Register	Online	1,695,740	Neutral	Community Customers / Public Awareness
24-Oct-19	Marlu Abarca: Des Moines at-large city council candidate	The Des Moines Register	Online	1,695,740	Neutral	Community Customers / Public Awareness
22-Oct-19	Frank Cownie: Des Moines mayoral candidate	The Des Moines Register	Online	1,695,740	Neutral	Community Customers / Public Awareness
16-Oct-19	Des Moines hosts Homeless Veterans Stand Down	Vantage Point	Online	991,820	Positive	Community
14-Oct-19	Major Service Changes for DART Provides More Stops for Suburbs, Teams Up with Uber	WHOTV.com	Online	515,612	Positive	Community Customers / Public Awareness
14-Oct-19	DART offering free rides to kick off major route changes	WHO Radio	Online	30,956	Positive	Community Customers / Public Awareness
14-Oct-19	Des Moines wrestles with soaring emissions, mulls transit upgrades	WHO Radio	Online	30,956	Positive	Community Preparing for the future

MONTHLY REPORT
9B: External Affairs



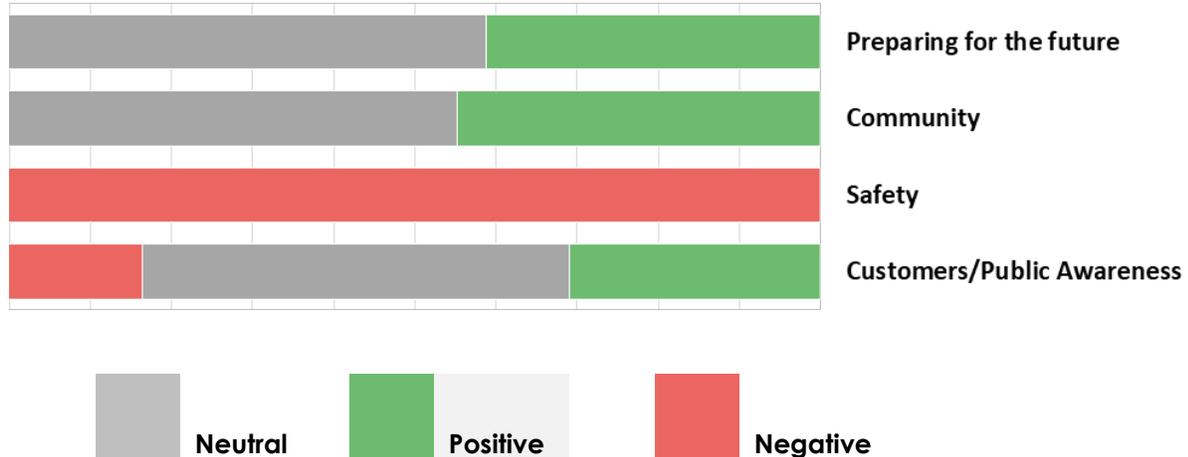
1-Oct-19	Des Moines Schools' 'STRIDE' Program Gives Students Extra Support	WHOTV.com	Online	515,612	Positive	Community
26-Sep-19	Need a ride to the bus stop? Take an Uber thanks to DART's 'Flex Connect' pilot program	The Des Moines Register	Online	1,146,324	Positive	Community
26-Sep-19	Isolated Des Moines apartments will get weekday DART bus service	The Des Moines Register	Online	1,146,324	Positive	Customers / Public Awareness
25-Sep-19	Des Moines Public Library Launches Free Movie Streaming App	WHOTV.com	Online	348,097	Neutral	Community
23-Sep-19	Scooters likely to be in Des Moines in the near future	WHO Radio	Online	34,681	Neutral	Community
22-Sep-19	Des Moines library, bus service offering free rides	WHO Radio	Online	34,681	Neutral	Community
20-Sep-19	15th Annual World Food and Music Festival Begins	WHOTV.com	Online	348,097	Positive	Customers / Public Awareness
Total Reach				15,698,779		

DART NEWS AND SOCIAL MEDIA COVERAGE BY TOPIC





DART NEWS AND SOCIAL MEDIA SENTIMENT BY TOPIC



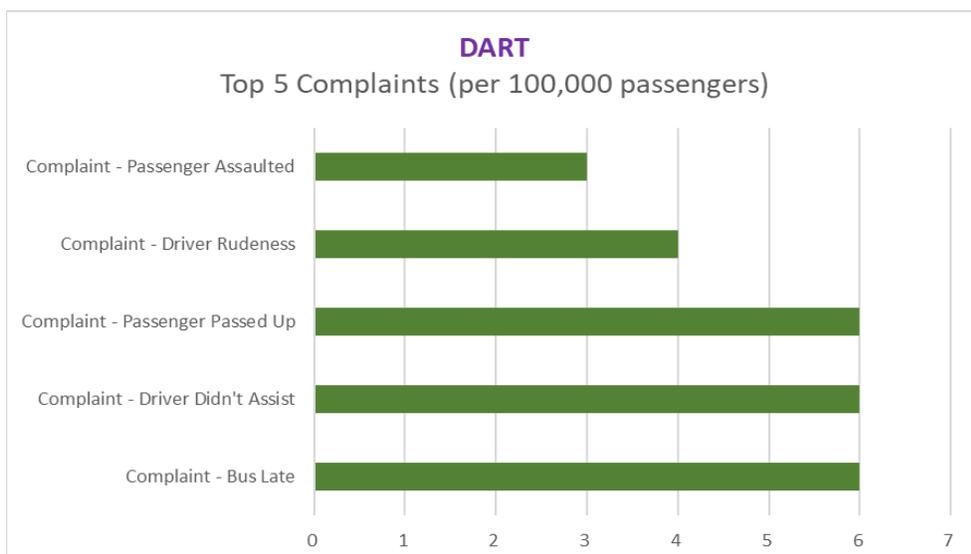
Customer Experience – Stephen Wright, Customer Experience Manager

Total Calls for September 2019

- Schedule Information – 4,879
- Paratransit – 3,665
- Spanish Line – 48
- Receptionist – 273
- RideShare – 127

Website Communication and Messages for September 2019

- Contact/Feedback Form = 44
- Iowa State Fair Questions = 14
- Voicemails = 115
 - Required response = 10 (11%)





Planning – Luis Montoya, Planning and Development Manager

- **Transit Optimization Study:** DART staff and the consultant team have started this project to explore how DART can best provide regional mobility services, including exploring alternative business models. The team will share preliminary analysis with the Planning Committee and a workshop with the full Commission is scheduled for January
- **October Service Change:** A major service change affecting many of DART's suburban routes was implemented on October 13. Feedback from customers has been largely positive regarding the services we were able to expand, however some negative feedback was also received about services we scaled back or adjusted.
- **Flex Connect pilot:** The October service change included the launch of a pilot program to have Uber and local taxi company Translowa provide mobility on-demand services to improve connections between a selected residential area and three popular DART bus stops. In its first two weeks of operation the program averaged roughly the same number of riders as Route 73, which it replaced.
- **Electric Scooter Sharing:** DART staff issued a request for qualifications to formally collect information from electric scooter companies who wish to operate locally. DART staff will continue to work with the City of Des Moines and local partners staff to collect feedback from stakeholders and explore whether e-scooters are a good fit for our region and if so, how best to design a system that fosters innovation while protecting public interests.

Business and Community Partnerships – Matt Harris, Business and Community Partnerships Manager

- **AARP Collaboration:** DART partnered with AARP Iowa to host a mobility training for 70 Central Iowa AARP members on October 24. The lunch and learn event featured a rider training opportunity on Local Route 60, a tour of DART Central Station and information on the impact of public transportation on aging in place.
- **Mobility Coordination Outreach:** DART's mobility coordination outreach is a collaboration with Polk County Division of Children, Family and Youth Services. Efforts include transportation resource coordination and public education through ongoing travel training and human services outreach as well as participation in transit stakeholder meetings and community engagement events.
- **Staffing Update:** DART is excited to welcome Ebonee Nelson in the role of Business Partnerships Coordinator. Ebonee's prior roles include working as an educator for the Missouri State Employees Retirement System, as Community Engagement Coordinator in the Department of Natural Resources and as Executive Liaison for the Missouri Division of Tourism. Her first day at DART will be November 18.
- **New Unlimited Access Partner:** The Wittern Group became DART's newest Unlimited Access partner following the addition of new fixed route service on Route 74 to their facility in Clive.
- **West Des Moines Human Services:** DART has responded to a request to support the City of West Des Moines Human Services Transportation program through its existing paratransit service. A service proposal is pending and under review by City of West Des Moines staff.

FY2020 Mobility Coordination Training & Outreach Totals	Sept 2019	FY20 YTD
Education/Schools	91	146
General Public	18	28
Human Services	99	249
Re-Entry	108	319
Refugee	0	110
Senior	10	24
Total Participants	326	876
Total Organizations	18	44



MONTHLY REPORT



9C:	Procurement
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Staff Resource: *Mike Tiedens, Procurement Manager*

Upcoming Procurements:

On Call Planning Consulting Services – DART is soliciting proposals from qualified firms to provide on demand planning services for the organization. The on demand services will be in support of DART’s existing Planning and Development department. Services will include, but not be limited to short, mid-term and long range transit planning, technology planning and development, capital project planning, scheduling and run-cutting, survey work and analysis, compliance planning, service costing and modeling, service performance modeling, public outreach and participation services, paratransit/demand response service planning, and ridership modeling.

- Request for Proposals to be published in October/November 2019

Transit Technology Consulting Services – DART is soliciting proposals from qualified firms to provide on demand transit technology consulting services for the organization. The on demand services will be in support of DART's existing staff. Services will include, but not be limited to a long term technology plan, disaster recovery plan, business continuity plan, radio/cellular support, PCI compliance, cloud/architecture support, mobile applications, mobility as a service applications and potentially many others.

- Request for Proposals to be published in October/November 2019

Contracts and Task Orders Approved Recently:

Transportation Management & Design, Inc. (TMD), On-Call Planning Services Contract

- Financial Model Update – Provide support to DART for updates to the Financial Model
 - Update Baseline Service Scenario
 - Recalculate the Current Property Tax Formula
 - Develop Growth and Funding Scenarios
 - Task order was approved for the Amount Not to Exceed \$45,000

Future Procurements:

- | | |
|--|--|
| <ul style="list-style-type: none"> • Bus Inspections (Electric Bus) • Bus Inspections (Diesel/Gas) • Outdoor Signage Displays • RideShare Vans | <ul style="list-style-type: none"> • On Call Planning Consulting Services • Compensation Study • Marketing Support Services • Transit Technology Consulting Services |
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MONTHLY REPORT



9D: Chief Executive Officer

Staff Resource: *Elizabeth Presutti, Chief Executive Officer*

- **DART Executive Committee** - The DART Executive Committee met on Friday, October 18, 2019. The discussion items presented during the meeting included:
 - Legislative Priorities
 - Commission Planning
 - “Read to Succeed” Member City Library Update
 - CEO Review

The next DART Executive Committee meeting is scheduled for Friday, November 22, 2019 at 7:30 a.m.

- **Service Change Ribbon Cuttings:** Due to the recent October Service Changes, we have had the opportunity to celebrate with a couple of our member cities. On October 18, we celebrated the Flex Connect implementation with a ribbon cutting at Gloria Dei Park and Ride in Urbandale and on October 24, we celebrated the Express Route 93 extension into Grimes with a ribbon cutting at Bomgars. A special thank you to Commissioners Gayman, Trimble and Hamp for participating in these special events.
- **Metrolink/Quad Cities Visit:** Myself, several DART staff members and members of our design team travelled to Metrolink in the Quad Cities to tour their new maintenance facility and learn more about their experience with Proterra battery electric buses. It was a great learning experience and we brought back many applicable lessons to apply to our battery electric bus implementation.
- **Des Moines Partnership Intercity Visit:** I had the opportunity to join the Des Moines Partnership mid-October on a trip to Columbus, OH for an intercity visit. Columbus is in the early stages of implementation of their Smart Cities grant that heavily focuses on transit related applications. While we were there, we visited the Smart Cities Experience Center, rode their BRT service, learned about many of their smart cities transit related programs and how they collaborate in the community to foster economic development.
- **American Bus Benchmarking Annual Meeting:** Tony Filippini, our Senior Transit Planner and I attended the American Bus Benchmarking Annual Meeting in Buffalo, NY, earlier in October. We learned about the initiatives at other transit agencies as well as a review of the most recent benchmarking data.
- **American Public Transportation Association Annual Meeting:** I attended the American Public Transportation Association (APTA) Annual Meeting with other DART staff members. One of the primary topics of focus was the new mobility paradigm and how transit agencies serve as the backbone and integrator of mobility options.



FUTURE DART COMMISSION ITEMS



Future Agenda Items:

December 3, 2019 – 12:00 P.M.	
Action Items	Information Items
<ul style="list-style-type: none"> Audited FY19 Financials TRAC Member Recruitment February Service Change Heavy Bus Purchase 	<ul style="list-style-type: none"> Property Tax Formula (Scott Raecker) FY2021 DART Budget Customer Experience Update Recognize Outgoing Commissioners E-Scooters Update
January 7, 2019 – 12:00 P.M. (Annual Meeting)	
Action Items	Information Items
<ul style="list-style-type: none"> Winter Service Change Rideshare Van Donation Planning Consulting Services Contract 	<ul style="list-style-type: none"> FY2021 DART Budget Development Update Mobility Coordinator Quarterly Update
February 4, 2020 – 12:00 P.M.	
Action Items	Information Items
<ul style="list-style-type: none"> FY 2019 Budget Public Hearing Date Transit Technology Consulting Contract RideShare Van Purchase Order Teamsters Labor Contract 	<ul style="list-style-type: none"> Quarterly Investment Report Quarterly Financial Update Quarterly Safety Report

Other Future Agenda Items:

- Departure Sign Replacements
- Transit Technology Consulting Contract

Upcoming DART Meetings:

MEETING	DATE	TIME	LOCATION
DART Transit Riders Advisory Committee	November 6, 2019	12:00 p.m.	DART Central Station
DART Planning Committee	November 12, 2019	12:00 p.m.	DART Central Station
DART Executive Committee	November 22, 2019	7:30 a.m.	DART Central Station
Property Tax Formula Commission Workshop #1	December 13, 2019	8:45 a.m.	DART Central Station
Transit Optimization Study Commission Workshop	January 10, 2020	7:30 a.m.	DART Central Station
FY 2021 Budget Workshop	January 17, 2019	7:30 a.m.	DART Central Station
Property Tax Formula Commission Workshop #2	January 24, 2020	8:45 a.m.	DART Central Station
Property Tax Formula Commission Workshop #3	February 7, 2020	8:00 a.m.	DART Central Station



CLOSED SESSION



12:	Closed Session – Chief Executive Officer Performance Review
Action:	The Commission meeting be recessed and reconvened in closed session pursuant to Section 21.5, Subparagraph i of the Iowa Code.

Staff Resource: *Elizabeth Presutti, Chief Executive Officer*

Background:

- In order to adjourn for a closed session, an affirmative vote must be taken of the Commission of either two-thirds of the commission or all of the members present at the meeting.

Procedures for Closed Session at Commission Meetings:

1. The Chairman asks for a motion to recess the meeting and reconvene in closed session.
2. Motion is made with following language:
“I move that the Commissioners of the Des Moines Area Regional Transit Authority go into closed session to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.”
3. Motion is seconded.
4. Roll Call Vote is taken.
5. All visitors leave the room.
6. A special tape must be recorded and kept by the commission clerk for a period of one year of the closed session.
7. No action may be taken in a closed session.
8. The Chair will adjourn the closed session when discussion is over.
9. The Chair will state for the record that no action was taken during the closed session.
10. Action may be taken at this time on any discussion made in the closed session.

Closed Session:

- The Commission will discuss Chief Executive Officer performance and consider approving a compensation level adjustment for the Chief Executive Officer.