



NOTICE OF COMMISSION MEETING AND AGENDA
DES MOINES AREA REGIONAL TRANSIT AUTHORITY
DART MULTIMODAL ROOM, 620 CHERRY STREET
MARCH 1, 2016 – 12:00 PM

| | PAGE # |
|---|--------|
| 1. CALL TO ORDER | |
| 2. ROLL CALL AND ESTABLISHMENT OF QUORUM | |
| 3. NOTICE OF MEETING | |
| 4. APPROVAL OF MARCH 1, 2016 AGENDA | |
| 5. PUBLIC COMMENT (Limit 3 minutes) | |
| 6. PUBLIC HEARING ON FY 2017 Budget And Tax Levy Rates | 2 |
| A. ACTION: Approve FY2017 DART Budget and Tax Levy Rates | 3 |
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| 12. COMMISSIONER ITEMS | |
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| 13. OTHER – Communications | |
| 14. NEXT MEETING: Regular DART Meeting Tuesday, April 5, 2016 – 12:00 p.m. | |
| 15. 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.



PUBLIC HEARING



6: Public Hearing on Proposed FY2017 DART Budget and Tax Levy

Staff Resource: Jamie Schug, Chief Financial Officer

Background:

- Per the 28M Agreement and Section 28M.4 of the Iowa Code, the Regional Transit Authority must hold a public hearing on the proposed budget and allow any member community or the public to provide information to the Commission prior to its adoption of the budget.
- Any written correspondence received prior to the meeting will be available for review.

Public Hearing Procedures:

- Any participants wishing to speak on the proposed subject should sign up in advance on the appropriate speakers list.
- If necessary, DART staff will make a brief presentation regarding the subject of the hearing prior to receiving comment.
- Speakers will be asked to state their:
 - Name
 - Address
 - Affiliation (if any)
- Speakers will be asked to limit their remarks to 3 minutes.
- Written comments/emails received to date will be made available to anyone wishing to review them.



ACTION ITEM



6A: FY 2017 Budget and Tax Levies

Action: Certify the Proposed FY 2017 DART Budget and the FY 2017 Regional Transit Authority Tax Levy As Presented

Staff Resource: *Jamie Schug, Chief Financial Officer*

Background:

- A workshop was held with Commission members on January 27th where staff outlined the proposed FY2017 Budget in detail.
- The staff also met with the member government managers earlier that morning following the same format as the commission workshop.
- The notice of public hearing for the proposed budget was published on February 19th with a two cent levy increase. The rates published on February 19th are the maximum that could be approved for adoption.

Budget:

- The FY17 budget requires a levy increase of two cents, which is approximately \$461,000, which is nearly equivalent to the amount of funds the DART Commission has committed to moving from the operating budget to the capital program in order to maintain its fleet and facilities in light of the loss of federal discretionary funding programs.
- The proposed budget addresses what we heard from city leaders on minimizing levy increases. This is less than what the DART Forward 2035 Plan outlined which was 8-12 cents annually.
- Staff has done a good job of minimizing expenses, especially with labor contracts, managing health care costs and fuel purchasing. The operating expense increase is less than 2.5%, which is in line with the state's proposed budget increase and other local governments.
- The proposed budget includes the replacement of two Fixed Route buses damaged by fire. Net replacement cost after insurance proceeds of approximately \$705,000 will be withdrawn from fund balance.

| DART FY 2017 Budget | |
|-----------------------|---------------------|
| Operating Revenue | \$8,008,000 |
| Non-Operating Revenue | \$22,815,783 |
| Total Revenue | \$30,823,783 |
| Total Expenses | \$30,823,783 |

Proposed Tax Levies:

- Proposed tax rates listed are two cents higher than those assessed in FY 2016.



ACTION ITEM

6A: FY 2017 Budget and Tax Levies

- All rates are shown assuming all 19 member governments remain members of DART, which will occur as no community has provided the required notice ahead of FY 2017 of their intent to withdraw. However, Carlisle has provided notice that would be effective for FY 2018.

| Jurisdiction | FY2017 DART Levy | FY 2017 Annual Cost for \$200K Home | Jurisdiction | FY2017 DART Levy | FY 2017 Annual Cost for \$200K Home |
|--------------|------------------|-------------------------------------|----------------------------|------------------|-------------------------------------|
| Alleman | \$0.610 | \$67.86 | Johnston | \$0.630 | \$70.09 |
| Altoona | \$0.689 | \$76.65 | Mitchellville | \$0.616 | \$68.53 |
| Ankeny | \$0.639 | \$71.09 | Pleasant Hill | \$0.609 | \$67.75 |
| Bondurant | \$0.603 | \$67.08 | Polk City | \$0.578 | \$64.30 |
| Carlisle | \$0.611 | \$67.97 | Runnells | \$0.534 | \$59.41 |
| Clive | \$0.633 | \$70.42 | Unincorporated Polk County | \$0.537 | \$59.74 |
| Des Moines | \$0.824** | \$91.67 | Urbandale | \$0.682 | \$75.87 |
| Elkhart | \$0.530 | \$58.96 | West Des Moines | \$0.783 | \$87.11 |
| Granger | \$0.604 | \$67.20 | Windsor Heights | \$0.950 | \$105.69 |
| Grimes | \$0.602 | \$66.97 | | | |

** The City of Des Moines has notified DART of their intention to reduce their computed levy rate to this listed amount by providing DART \$680,000 in accordance with DART's adopted "Levy Buy-Down" policy.

Recommendation:

- Certify the Proposed FY 2017 Budget and Regional Transit Authority Tax Levies as presented.



**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES
620 CHERRY STREET – DES MOINES, IOWA 50309
FEBRUARY 2, 2016**



ROLL CALL

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

Commissioner Absent: Skip Conkling, Angela Connolly

Alternates Present:

CALL TO ORDER

The meeting was called to order by Chair, Steve Peterson at 12:00 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 an amended agenda that removed the Transit Advisory Committee Update (Item 6).

It was moved by Ms. Hensley and seconded by Ms. Johnson to approve the February 2, 2016 Agenda as amended. The motion carried unanimously.

PUBLIC COMMENT

No comments.

TRANSIT ADVISORY COMMITTEE UPDATE

Postponed to future meeting.

CONSENT ITEMS

7A – Commission Meeting Minutes – January 5, 2016

7B – MPO and CIRPTA Representation

It was moved by Mr. Mahaffey and seconded by Mr. Gayman that the consent items be approved. The motion carried unanimously.

ACTION ITEMS

8A – FY 2017 Budget Public Hearing Date

It was moved by Mr. Mahaffey and seconded by Ms. Johnson that the Commission set the FY 2017 Budget Public Hearing Date for Tuesday, March 1, 2016 at 12:00pm at DART Central Station. The motion carried unanimously.

**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES – FEBRUARY 2, 2016**



8B – December 2015 Financials

Ms. Amber Dakan, Finance Manager, provided a presentation on the December FY 2016 Financials. Fixed Route revenues performed 4.17% below budget projections as December year to date. Operating expenses are 7.51% below budget projections year to date.

Paratransit revenue is 14.0% lower than budget expectations. Operating expenses are currently 14.65% below forecasted levels.

Rideshare revenues are 17.05% below budgeted levels year to date. Operating expenses are below budgetary expectations by 18.08%.

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

DISCUSSION ITEMS:

9A – DART Forward Plan Update

Amanda Wanke, Chief Engagement and Communications Officer provided an update on the DART Forward 2035 Transit Service and public outreach plans. Public meetings, surveys and other efforts throughout the community will be used to gather public feedback regarding future transit services for the region. Public meetings are planned throughout the Des Moines metro area, the week of February 29.

9B – Quarterly Safety Report

Randy McKern, Transportation Manager provided an update on the 2nd quarter analysis of accidents for FY2016. Mr. McKern cited a slight uptick in preventable accidents mostly minor in nature. As an effort to lower percentages in preventable and non-preventable accidents refresher training classes will be conducted as well as continued educational safety guidance between DART Supervisors and DART Operators.

9C – December Performance

Ms. Elizabeth Presutti, General Manager, provided an update on the December Performance. Fixed Route ridership for the month of December was fairly flat and slightly down year to date by just over .25%. Year to date fixed route ridership is down slightly 1.0% overall. Ms. Presutti cited that DART was doing very well given lower gas prices. Nationally, transit systems have seen significant declines of 10% to 30% in their bus ridership due to the current gas prices. DART continues to work on campaigns and strategies to further improve ridership throughout the rest of the year.

MONTHLY REPORTS

10A – Operations Report

No Update.

10B – Engagement

No update.

**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES – FEBRUARY 2, 2016**



10C – Procurement

Mike Tiedens, Procurement Manager provided the Commission with a brief update on the Medicaid Modernization change expected to be effect March 1, 2016. DART is currently undergoing contract negotiations with three Medicaid Brokers; Medical Transportation Management (MTM), LogistiCare and Access2Care.

10D – General Manager

Ms. Elizabeth Presutti, General Manager informed the Commission that the Greater Des Moines Partnership and DART were asked to present to the City Manager's Group on the Transit Future Work Group formed by the Greater Des Moines Partnership. The Transit City Future Work Group was invited as part of the DART Commission Workshop on March 3, 2016.

The proposed FY 2017 DART budget was presented to the City Managers from DART's member governments on January, 27, 2016.

Ms. Presutti met with PolicyWorks, DART's State Lobbying team and State Senator Bowman, chair of the Transportation Committee on January 13, 2016 to introduce Senator Bowman to DART's current initiatives and long-term financial look.

DART will be partnering up with the City of Des Moines and the Des Moines Metropolitan Planning Organization (MPO) in applying for the US DOT Smart City Grant. The Smart City Challenge will concentrate federal resources into one medium-sized city, selected through a nationwide competition. The Grant application is due on February 4, 2016 with three (3) rounds to the award process. The Des Moines Metropolitan Organization (MPO) will take lead on writing the grant.

FUTURE AGENDA ITEMS

No update.

COMMISSIONER ITEMS

No Update

OTHER – Communications

No update.

NEXT MEETING

April 5, 2016 at 12:00 pm

**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES – FEBRUARY 2, 2016**



A motion by Ms. Muldoon and second by Ms. Johnson to adjourn the regular Commission Meeting was made at 12:30 pm. The motion carried unanimously.

Chair

Clerk

Date

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

The next regular DART monthly Commission Meeting has been scheduled for April 5, 2016, at 12:00 p.m. in the DART Multimodal Room at 620 Cherry Street, Des Moines, Iowa.



CONSENT ITEM



7B: DART Depository Approval

Action: Approve the recommended list of Financial Institutions as allowable depositories along with their respective maximum exposures. Additionally, approve deposits to be made in any Iowa depository with full FDIC protection.

Staff Resource: Amber Dakan, Finance Manager

Background:

- As part of the Iowa Code, Chapter 12C.2, DART is required to have Commission approval of designated depositories and deposit limits for DART funds. In order to comply with the Code as well as the DART Investment Policy, a list of Financial Institutions have been gathered at the recommendation of IPAIT as well as DART staff.
- In addition to the listed institutions, DART staff is recommending the ability to make smaller deposits within Iowa Financial Institutions up to the FDIC protection limit as necessary.
- IPAIT and Miles Capital will utilize this authorized list of depositories to invest DART funds for the maximum return on investments.

Recommendation:

- Approve the recommended list of Financial Institutions as allowable depositories along with their respective maximum exposures. Additionally, approve deposits to be made in any Iowa depository with full FDIC protection.



RESOLUTION



**RESOLUTION
DART DEPOSITORY APPROVAL RESOLUTION**

WHEREAS, the Iowa Code, Chapter 12C.2 requires approval and adoption by the Agency governing board the depositories and deposit limits for DART funds; and

WHEREAS, previously approved financial institution's require updating to reflect changes in qualifying parties; and

WHEREAS, it is necessary to provide parameters to Iowa Public Agency Investment Trust/Miles Capital in conjunction with DART Investment Policy;

NOW, THEREFORE, BE IT RESOLVED BY THE DART COMMISSION:

That the following depository institutions and limits are hereby approved:

| Depository | Maximum Exposure |
|---|------------------|
| Bankers Trust Company, Des Moines | \$20,000,000 |
| Bank of the West | \$20,000,000 |
| First National Bank of Omaha, Glenwood | \$20,000,000 |
| Freedom Financial Bank, West Des Moines | \$14,000,000 |
| State Savings Bank, West Des Moines | \$9,000,000 |
| US Bank, N.A. | \$20,000,000 |
| Wells Fargo Bank, N.A. | \$20,000,000 |
| West Bank, West Des Moines | \$20,000,000 |

FURTHER, LET IT BE RESOLVED BY THE DART COMMISSION:

That deposits with full FDIC protection in any Iowa depository are permitted for investment of public funds are approved.

Passed and adopted this 1st day of March, 2016

Commissioner Steve Peterson

ATTEST:

Commissioner Bob Mahaffey



CONSENT ITEM



7C: Transit Shelter Purchase

Action: Approve the purchase of sixteen (16) Transit Shelters from Tolar Manufacturing for the Not to Exceed Amount of \$212,000.

Staff Resource: *Mike Tiedens, Procurement Manager*

Background:

- DART's Capital Investment Program calls for the replacement of a transit shelters on an ongoing basis.

Procurement:

- DART conducted a Request for Proposals (RFP) for transit shelter design and fabrication in 2010.
- Four firms submitted bids:
 - Tolar Manufacturing
 - LNI Custom Manufacturing
 - Brasco Manufacturing
 - Duo-Gard
- Tolar Manufacturing was the highest scoring proposer who responded to the RFP.
- In May 2011, the DART Commission approved a five (5) year contract with Tolar Manufacturing to provide up to fifty (50) transit shelters to DART with a Not to Exceed amount of \$600,000.
- To date, DART has purchased 15 shelters and supplemental parts on this contract for a total of \$168,000.
- Total amount remaining on the contract is \$220,000.

Funding:

- Funding will come from budget capital funds for transit amenities and the required local match.

Recommendation:

- Approve the purchase of sixteen (16) Transit Shelters and supplemental parts from Tolar Manufacturing for the Amount Not to Exceed \$212,000.



ACTION ITEM



8A: Heavy Duty Bus Purchase

Action: Approve the purchase of seven (7) Heavy Duty Buses from New Flyer of America at a cost Not to Exceed \$3,307,500.

Staff Resource: Mike Tiedens, Procurement Manager

Background:

- Five (5) of the seven (7) buses are replacements for vehicles that have met their useful life and are due for replacement; the other two (2) buses are replacements for vehicles that were damaged in bus fires.
- Useful life of the vehicles is twelve (12) years per the Federal Transit Administration (FTA).

Procurement:

- DART will be utilizing the State of Iowa, Department of Transportation contract for the purchase of the buses.
- The model is the 40 foot New Flyer Xcelsior which will match the previous Heavy Duty Bus purchases by DART.
 - Base bus price = \$404,627.00
 - Estimated price after adding in DART options = \$450,00.00
 - Total maximum cost per bus with contingency = \$472,500 per bus
 - Allows 5% contingency for make ready costs
- DART has reviewed the state's purchasing documentation and determined that the solicitation meets DART's procurement policies and New Flyer of America is a responsive and responsible bidder.

Funding:

- Funding will come from multiple sources:
 - STP grant from the Des Moines MPO
 - Federal funding sources
 - 5339 – capital funds
 - 5307 – formula funds
 - Insurance settlement for the two (2) buses damaged in fires
 - DART reserve funds
 - Corresponding local match



ACTION ITEM

8A: Heavy Duty Bus Purchase

Recommendation:

- Approval of a purchase order with New Flyer of America for seven (7) Heavy Duty Buses for the Amount Not to Exceed \$3,307,500.00.



ACTION ITEM



8B: Benefits Administration Services Contract

Action: Approve a three (3) year contract with two (2), one (1) year options with Frank Berlin & Associates for Benefits Administration Services for the amount Not to Exceed \$206,000.

Staff Resource: *Mike Tiedens, Procurement Manager*

Background:

- DART is seeking a qualified firm to provide them the following benefits administrative services (including but not limited to):
 - Medical benefits
 - Wellness program
 - Profit sharing and/or deferred compensation program

Procurement:

- DART conducted a Request for Proposals (RFP) the project. The RFP was published on January 6, 2016 and proposals were due at 2:00 PM CDT on January 29, 2016.
- Four (4) proposals were received, and all proposals were deemed responsive:
 - Beh Company
 - Frank Berlin & Associates
 - Holmes Murphy and Associates, LLC
 - Reynolds & Reynolds, Inc.
- Interviews with all four proposers were held on February 12 and February 15, 2016.
- Proposers were evaluated only on services being proposed.
- Frank Berlin & Associates was the highest scoring proposer.

| Proposer | Services Proposed | Rank |
|------------------------------|--|------|
| Frank Berlin & Associates | Medical Benefits/Wellness Program AND Retirement/Profit Sharing | 1 |
| Holmes Murphy and Associates | Medical Benefits/Wellness Program | 2 |
| Reynolds & Reynolds, Inc. | Medical Benefits/Wellness Program AND Retirement/Profit Sharing | 3 |
| Beh Company | Retirement/Profit Sharing | 4 |



ACTION ITEM

8B: Benefits Administration Services Contract

Funding:

- Funding will come from budgeted operating funds.

Recommendation:

- Approval of a three (3) year contract with two (2), one (1) year options with Frank Berlin & Associates for Benefits Administration Services for the Amount Not to Exceed \$206,000.
 - Contract Pricing Summary:
 - \$40,000 for Year 1
 - \$40,000 for Year 2
 - \$40,000 for Year 3
 - \$42,000 for Year 4 (Option Year 1 – Estimated Cost)
 - \$44,000 for Year 5 (Option Year 2 – Estimated Cost)



ACTION ITEM



| | |
|----------------|--|
| 8C: | Iowa Medicaid Modernization Transportation Broker Contracts |
| Action: | Approve DART staff to initiate contracts with new Medicaid-funded Transportation Brokers and/or Managed Care Organizations. |

Staff Resource: *Mike Tiedens, Procurement Manager*

Background:

- The State of Iowa has initiated a modernization plan for its Medicaid and Medicare funded services. Included in these services is non-emergency medical transportation and waiver funded transportation for the clients.
- DART previously provided the transportation services through Iowa Medicaid Enterprise (IME) and a transportation broker. Transportation services will now be provided through transportation brokers who have contracted with Managed Care Organizations (MCOs) who will manage the Medicaid program for the clients. Or in some instances transportation may be contracted directly with a MCO.
- DART has been requested to enter into agreements with all transportation providers (whether a MCO or a contracted broker to provide transportation.
- The following relationships have been established and contracted to provide the Medicaid services, including transportation:
 - Amerigroup Iowa, Inc.
 - Logisticare Solutions, LLC. (for NEMT and Waiver funded services)
 - AmeriHealth Caritas Iowa, Inc.
 - Access2Care LLC. (for non-emergency medical transportation only)
 - Waiver funded transportation services will be contracted directly with AmeriHealth Caritas Iowa, Inc.
 - UnitedHealthcare Plan of the River Valley, Inc.
 - Medical Transportation Management, Inc. (MTM) (for NEMT and Waiver funded services)
- The intent is to have executed agreements in place by April 1, 2106 when the modernization program kicks off.
- Provided below is a summary of the status of each of the contracts.

Recommendation:

- Approve DART staff to initiate contracts with new Medicaid-funded Transportation Brokers and/or Managed Care Organizations.
 - Logisticare Solutions, LLC.
 - Medical Transportation Management, Inc. (MTM)
 - AmeriHealth Caritas Iowa, Inc.

ACTION ITEM

8C: Iowa Medicaid Modernization Transportation Broker Contracts



| Broker | LogistiCare | MTM | AmeriHealth Caritas (MCO) | IME |
|-------------------------------|--|--|--|--|
| Disclosure Requirement | <ul style="list-style-type: none"> Name, Title, and Control # for Management Staff and Above DART will disclose personal information if broker finds staff violation reported on a non-eligible database | Name, Address, DOB, SSN for the following staff: <ul style="list-style-type: none"> General Manager CFO COO | TBD; Intent will be for DART to not disclose more information than is required by IME. | Name, Address, DOB, SSN for the following staff: <ul style="list-style-type: none"> General Manager CFO COO |
| Types of Trips | All Medicaid Funded | All Medicaid Funded | HCBS Waiver trips | All Medicaid Funded trips for first 90 days of enrollment |
| Contract Status | 90% Negotiated <ul style="list-style-type: none"> DART's legal counsel is currently updating the final draft including approved changes | 90% Negotiated | 50% Completed <ul style="list-style-type: none"> DART received the first draft of the agreement on 2/23/2016 and is currently under review by DART legal counsel | Same as existing. |
| Rates | See Table Below | \$24.95 Wheelchair \$24.95 Ambulatory All 1-way No Pay for No Show | Under negotiation; DART will not accept less than current billable rates | Same as current: \$24.29 per trip. |

LogistiCare Rates

| Class of Service | 0 – 3 Miles | 4 – 6 Miles | 7 – 10 Miles | 11 – 15 Miles | 16 – 20 Miles | 21 – 25 Miles | 26 – 30 Miles | 31 – 35 Miles | 36 – 40 Miles | 41 – 45 Miles | Over 45 Miles |
|-------------------|-------------|-------------|--------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Ambulatory | \$16.53 | \$20.30 | \$25.46 | \$33.08 | \$41.45 | \$50.31 | \$58.20 | \$67.08 | \$75.15 | \$83.33 | \$1.85 |
| Wheelchair | \$27.97 | \$28.03 | \$34.04 | \$43.39 | \$53.11 | \$62.84 | \$71.96 | \$82.79 | \$92.61 | \$101.20 | \$2.25 |
| Ambulatory Shared | \$8.27 | \$10.15 | \$12.73 | \$16.54 | \$20.73 | \$25.16 | \$29.10 | \$33.54 | \$37.58 | \$41.67 | \$0.93 |
| Wheelchair Shared | \$12.49 | \$14.02 | \$17.02 | \$21.70 | \$26.56 | \$31.42 | \$35.98 | \$41.40 | \$46.31 | \$50.60 | \$1.13 |



ACTION ITEM



8D: January FY2016 Consolidated Financial Report

Action: Approve the January FY2016 Consolidated Financial Report

Staff Resource: Amber Dakan, Finance Manager

Year-to-Date Budget Highlights:

Revenue:

- Fixed Route Operating Revenue is at 6.60% below budget levels. Advertising Revenue and Cash Fares are currently trending under budget.
- Fixed Route Non-Operating Revenue is currently 2% below budget levels.
- Paratransit Operating Revenue is 15.3% lower than budget expectations. Contracted trips were below budgeted levels while cash fares are outpacing budget expectations.
- Paratransit Non-Operating Revenue is currently 0.4% higher than budget.
- Rideshare Revenues are 16.9% below budgeted levels year to date. Rideshare revenue continues to cover expenses.

Operating Expense:

- Fixed Route Budget Summary – Operating expenses are 7.71% below budget projections. Fuel and Lubricants, Salaries, Wages, and Fringes, and Insurance Expense are the top three drivers of savings.
- Paratransit Budget Summary – Operating expenses are 15.91% below forecasted levels. Fuel and Lubricants, Salaries, Wages, & Fringes, and Equipment Repair Parts were the largest drivers of savings.
- Rideshare Budget Summary – Rideshare Expenses are below budgetary expectations by 18.28%. Fuel and Lubricants, Equipment Repair Parts, and Salaries, Wages and Fringes are the top three categories showing the most savings.

Recommendation:

- Approve the January FY2016 Consolidated Financial Report.

**** TOTAL Un-Audited Year-End January FY2016 as Compared to Budget:**

| | | | |
|-------------|----|--------------|--|
| Fixed Route | \$ | 713,217 | Reserve for Accidents (See Balance Sheet): |
| Paratransit | \$ | 131,886 | FY2016 |
| Rideshare | \$ | <u>6,695</u> | \$20,202.14 |
| Total | \$ | 851,798 | |

FY2016 Financials: January 2016

| FIXED ROUTE | January 2016 | | | Year-To-Date-(7) Months Ending 01/31/2016 | | |
|-----------------------|--------------|-----------|-----------|--|------------|-----------|
| | Actual | Budgeted | Variance | Actual | Budgeted | Variance |
| Operating Revenue | 338,830 | 423,250 | (84,420) | 2,767,107 | 2,962,750 | (195,643) |
| Non-Operating Revenue | 1,580,023 | 1,729,248 | (149,225) | 11,852,419 | 12,104,738 | (252,319) |
| Subtotal | 1,918,853 | 2,152,498 | (233,645) | 14,619,526 | 15,067,488 | (447,962) |
| Operating Expenses | 1,951,974 | 2,152,498 | 200,524 | 13,906,309 | 15,067,488 | 1,161,179 |
| Gain/(Loss) | (33,121) | - | (33,121) | 713,217 | - | 713,217 |

| PARATRANSIT | January 2016 | | | Year-To-Date-(7) Months Ending 01/31/2016 | | |
|-----------------------|--------------|----------|----------|--|-----------|-----------|
| | Actual | Budgeted | Variance | Actual | Budgeted | Variance |
| Operating Revenue | 130,503 | 169,083 | (38,580) | 1,002,959 | 1,183,583 | (180,624) |
| Non-Operating Revenue | 108,814 | 108,564 | 250 | 763,164 | 759,949 | 3,215 |
| Subtotal | 239,317 | 277,648 | (38,331) | 1,766,123 | 1,943,533 | (177,410) |
| Operating Expenses | 212,894 | 277,648 | 64,754 | 1,634,237 | 1,943,533 | 309,296 |
| Gain/(Loss) | 26,423 | - | 26,423 | 131,886 | - | 131,886 |

| RIDESHARE | January 2016 | | | Year-To-Date-(7) Months Ending 01/31/2016 | | |
|-----------------------|--------------|----------|----------|--|----------|----------|
| | Actual | Budgeted | Variance | Actual | Budgeted | Variance |
| Operating Revenue | 64,186 | 76,250 | (12,064) | 443,672 | 533,750 | (90,078) |
| Non-Operating Revenue | - | 208 | (208) | - | 1,042 | (1,042) |
| Subtotal | 64,186 | 76,458 | (12,272) | 443,672 | 534,792 | (91,120) |
| Operating Expenses | 61,552 | 76,458 | 14,906 | 437,394 | 535,208 | 97,814 |
| Gain/(Loss) | 2,634 | - | 2,634 | 6,278 | - | 6,695 |



System Summary Performance Report January 2016

| | July 2015 | August 2015 | September 2015 | October 2015 | November 2015 | December 2015 | January 2016 | January 2015 | Percent Change 2016/2015 | FY16 Year To Date | FY15 Year To Date | Percent YTD Change 2016/2015 |
|--|-----------|-------------|----------------|--------------|---------------|---------------|--------------|--------------|--------------------------|-------------------|-------------------|------------------------------|
| DART Fixed Route | | | | | | | | | | | | |
| Total Ridership | 297,601 | 556,841 | 388,100 | 420,174 | 344,131 | 334,354 | 337,125 | 341,476 | -1.27% | 2,678,326 | 2,689,931 | -0.43% |
| OTR Ridership | 23,667 | 22,799 | 22,819 | 19,161 | 21,680 | 21,542 | 20,444 | 24,677 | -17.15% | 152,112 | 164,537 | -7.55% |
| Unlimited Access Ridership | 28,628 | 29,871 | 32,277 | 29,027 | 27,997 | 26,905 | 27,634 | 30,296 | -8.79% | 202,339 | 222,518 | -9.07% |
| Bike Rack Usage | 6,162 | 6,421 | 6,163 | 5,670 | 3,345 | 2,685 | 1,599 | 2,275 | -29.71% | 32,045 | 32,316 | -0.84% |
| Passengers/Revenue Hour | 16.34 | 25.65 | 22.02 | 22.58 | 20.73 | 18.36 | 19.47 | 18.90 | 2.97% | 20.88 | 20.92 | -0.23% |
| Avg. Passengers Weekday | 12,296 | 19,264 | 16,690 | 17,076 | 15,359 | 13,706 | 14,953 | 14,547 | 2.79% | 15,601 | 15,866 | -1.67% |
| Avg. Passengers Weekend Day | 3,386 | 15,230 | 4,701 | 4,944 | 3,695 | 4,102 | 3,806 | 3,999 | -4.82% | 5,862 | 5,588 | 4.91% |
| Complaints/100,000 Riders | 29.57 | 19.75 | 36.59 | 21.90 | 22.08 | 21.83 | 17.20 | 26.06 | -33.99% | 23.86 | 30.11 | -20.77% |
| Commendations/100,000 Riders | 3.02 | 4.49 | 2.83 | 1.19 | 1.16 | 1.50 | 1.78 | 2.34 | -24.03% | 2.43 | 2.57 | -5.39% |
| Accident Frequency Rate by Service: | | | | | | | | | | | | |
| Preventable/100,000 Miles | 0.36 | 0.91 | 2.20 | 1.04 | 1.96 | 1.43 | 0.75 | 2.17 | -65.47% | 1.22 | 1.53 | -20.22% |
| Non-Preventable/100,000 Miles | 2.18 | 1.52 | 2.57 | 2.09 | 1.17 | 1.43 | 3.37 | 2.53 | 33.17% | 1.49 | 1.08 | 38.53% |
| Maintenance: | | | | | | | | | | | | |
| Total Service Miles | 274,858 | 328,484 | 272,499 | 287,281 | 255,554 | 280,461 | 267,239 | 276,807 | -3.46% | 1,966,376 | 1,960,984 | 0.27% |
| Road Calls/100,000 Miles | 17.10 | 18.87 | 19.08 | 16.36 | 18.78 | 17.47 | 17.96 | 25.65 | -29.97% | 17.95 | 19.84 | -9.50% |
| Active Vehicles in Fleet | 126 | 126 | 126 | 126 | 126 | 126 | 123 | 126 | -2.38% | 126 | 126 | -0.34% |
| DART Paratransit | | | | | | | | | | | | |
| Total Ridership | 10,988 | 10,988 | 10,656 | 10,459 | 10,694 | 9,194 | 9,561 | 10,563 | -9.49% | 71,456 | 79,354 | -9.95% |
| Passengers/Revenue Hour | 2.59 | 2.59 | 2.66 | 3.04 | 3.15 | 2.88 | 4.88 | 2.78 | 75.54% | 3.30 | 2.85 | 15.81% |
| Average Trip Length | 5.68 | 5.68 | 5.21 | 5.36 | 5.36 | 5.45 | 5.48 | 5.93 | -7.68% | 5.45 | 5.53 | -1.53% |
| Accident Frequency Rate by Service: | | | | | | | | | | | | |
| Preventable/100,000 Miles | 9.62 | 9.62 | 0.00 | 5.35 | 3.49 | 3.99 | 3.82 | 3.19 | 19.67% | 3.85 | 0.68 | 463.91% |
| Non-Preventable/100,000 Miles | 1.60 | 1.60 | 0.00 | 1.78 | 0.00 | 3.99 | 0.00 | 0.00 | 0.00% | 1.28 | 1.82 | -29.51% |
| Maintenance: | | | | | | | | | | | | |
| Total Miles Operated | 62,360 | 62,360 | 55,472 | 56,040 | 57,367 | 50,082 | 52,360 | 62,661 | -16.44% | 389,132 | 438,872 | -11.33% |
| Active Vehicles in Fleet | 21 | 21 | 21 | 21 | 21 | 21 | 21 | 21 | 0.00% | 21 | 20 | 4.26% |
| DART RideShare | | | | | | | | | | | | |
| Total Ridership | 17,527 | 17,527 | 17,056 | 17,550 | 18,578 | 16,133 | 16,357 | 20,198 | -19.02% | 119,550 | 135,889 | -12.02% |
| Total Vans in Circulation | 88 | 88 | 88 | 88 | 88 | 87 | 90 | 94 | -4.26% | 88 | 93 | -5.52% |
| Total RideShare Customers | 643 | 643 | 636 | 639 | 635 | 615 | 625 | 708 | -11.72% | 631 | 704 | -10.41% |
| Accident Frequency Rate by Service: | | | | | | | | | | | | |
| Preventable | 1.29 | 1.29 | 0.00 | 0.00 | 0.00 | 0.00 | 0.68 | 0.00 | 0.00% | 0.48 | 0.27 | 79.25% |
| Non-Preventable | 0.65 | 0.65 | 0.00 | 0.66 | 0.63 | 0.74 | 0.00 | 0.62 | -100.00% | 0.48 | 0.62 | -23.18% |
| Maintenance: | | | | | | | | | | | | |
| Total Miles Operated | 154,604 | 154,604 | 150,020 | 152,501 | 157,836 | 135,958 | 147,378 | 161,301 | -8.63% | 1,045,426 | 1,124,375 | -7.02% |
| Active Vehicles in Fleet | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 0.00% | 100 | 100 | 0.00% |



System Performance Ridership Report January 2016

| | July 2015 | August 2015 | September 2015 | October 2015 | November 2015 | December 2015 | January 2016 | January 2015 | Percent Change 2016/2015 | FY16 Year To Date | FY15 Year To Date | Percent YTD Change 2016/2015 |
|---|----------------|----------------|-------------------|-----------------|------------------|------------------|-----------------|-----------------|--------------------------------|-------------------------|-------------------------|------------------------------------|
| DART Fixed Route Ridership | 297,601 | 556,841 | 388,100 | 420,174 | 344,131 | 334,354 | 337,125 | 341,476 | -1.27% | 2,678,326 | 2,689,931 | -0.43% |
| Local Routes: | | | | | | | | | | | | |
| #1 - Fairgrounds | 15,328 | 261,876 | 23,396 | 24,874 | 20,178 | 19,214 | 19,896 | 20,219 | -1.60% | 384,762 | 364,010 | 5.70% |
| #3 - University | 33,786 | 34,821 | 35,213 | 40,265 | 32,363 | 32,108 | 29,814 | 31,843 | -6.37% | 238,370 | 245,105 | -2.75% |
| #4 - E. 14th | 16,752 | 16,740 | 18,970 | 20,510 | 16,744 | 17,322 | 17,237 | 17,018 | 1.29% | 124,275 | 125,480 | -0.96% |
| #5 - Franklin Ave | 1,323 | 2,666 | 8,551 | 8,260 | 7,026 | 7,303 | 7,526 | 3,000 | 150.87% | 42,655 | 20,961 | 103.50% |
| #6 - Indianola Ave. | 24,480 | 25,269 | 34,067 | 36,688 | 29,826 | 28,347 | 27,138 | 24,808 | 9.39% | 205,815 | 178,049 | 15.59% |
| #7 - SW 9th St. | 25,669 | 27,354 | 36,949 | 41,193 | 35,179 | 33,131 | 34,955 | 33,508 | 4.32% | 234,430 | 236,157 | -0.73% |
| #8 - Fleur Dr. | 1,966 | 2,597 | 5,920 | 5,973 | 4,247 | 4,305 | 4,626 | 4,202 | 10.09% | 29,634 | 27,967 | 5.96% |
| #11 - Ingersoll Ave. | 2,023 | 2,026 | 2,420 | 2,066 | 1,709 | 1,960 | 1,962 | 2,143 | -8.45% | 14,166 | 16,164 | -12.36% |
| #13 - Evergreen/SE Park Ave. | 634 | 2,045 | 8,627 | 8,735 | 7,298 | 6,301 | 7,195 | 6,541 | 10.00% | 40,835 | 37,884 | 7.79% |
| #14 - Beaver Ave. | 15,180 | 16,511 | 24,392 | 26,162 | 21,990 | 20,367 | 21,273 | 23,718 | -10.31% | 145,875 | 165,413 | -11.81% |
| #15 - 6th Ave. | 20,686 | 22,023 | 28,035 | 30,391 | 24,829 | 23,504 | 25,044 | 24,771 | 1.10% | 174,512 | 174,147 | 0.21% |
| #16 - Douglas Ave. | 30,476 | 32,192 | 41,788 | 44,768 | 36,082 | 35,501 | 34,431 | 35,779 | -3.77% | 255,238 | 266,657 | -4.28% |
| #17 - Hubbell Ave. | 21,924 | 21,870 | 24,207 | 26,567 | 21,647 | 20,731 | 21,155 | 19,128 | 10.60% | 158,101 | 145,441 | 8.70% |
| #51 - Merle Hay Crosstown | 2,611 | 2,983 | 0 | 0 | 0 | 0 | 0 | 2,269 | -100.00% | 5,594 | 17,512 | -68.06% |
| #52 - Valley West/Jordan Creek | 14,895 | 14,896 | 14,428 | 17,308 | 14,382 | 15,421 | 13,154 | 14,841 | -11.37% | 104,484 | 111,986 | -6.70% |
| #60 - Ingersoll/University | 27,745 | 29,436 | 37,174 | 39,859 | 32,220 | 30,693 | 31,768 | 30,594 | 3.84% | 228,895 | 215,606 | 6.16% |
| Shuttle Routes: | | | | | | | | | | | | |
| Link Shuttle | 898 | 1,185 | 1,331 | 1,557 | 1,372 | 1,371 | 2,036 | 825 | 146.79% | 9,750 | 5,884 | 65.70% |
| Dline | 14,660 | 13,374 | 14,540 | 15,640 | 12,238 | 12,222 | 12,251 | 12,174 | 0.63% | 94,925 | 96,695 | -1.83% |
| Lincoln/McCombs | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 7,956 | -100.00% | 0 | 48,693 | -100.00% |
| Express Routes: | | | | | | | | | | | | |
| #91 - Merle Hay Express | 1,058 | 1,061 | 1,123 | 1,177 | 965 | 920 | 954 | 814 | 17.20% | 7,258 | 5,900 | 23.02% |
| #92 - Hickman Express | 2,854 | 2,763 | 3,015 | 2,888 | 2,356 | 2,294 | 2,610 | 2,705 | -3.51% | 18,780 | 20,233 | -7.18% |
| #93 - NW 86th Express | 2,935 | 2,691 | 3,110 | 3,104 | 2,487 | 2,498 | 2,784 | 2,715 | 2.54% | 19,609 | 21,286 | -7.88% |
| #94 - Westtown | 955 | 855 | 761 | 1,008 | 828 | 951 | 940 | 788 | 19.29% | 6,298 | 6,617 | -4.82% |
| #95 - Vista | 2,175 | 2,142 | 2,003 | 2,203 | 1,644 | 1,771 | 1,766 | 1,907 | -7.39% | 13,704 | 12,682 | 8.06% |
| #96 - E.P. True | 3,047 | 3,032 | 3,184 | 3,218 | 2,452 | 2,409 | 2,377 | 2,827 | -15.92% | 19,719 | 19,233 | 2.53% |
| #98 - Ankeny | 6,952 | 7,452 | 8,225 | 8,483 | 7,594 | 6,924 | 7,508 | 7,662 | -2.01% | 53,138 | 54,227 | -2.01% |
| #99 - Altoona | 1,373 | 1,462 | 1,427 | 1,616 | 1,453 | 1,495 | 1,470 | 1,608 | -8.58% | 10,296 | 11,154 | -7.69% |
| On-Call/Flex Routes (Operated by Paratransit): | | | | | | | | | | | | |
| On-Call: Ankeny | 292 | 230 | 285 | 274 | 218 | 263 | 280 | 208 | 34.62% | 1,842 | 1,555 | 18.46% |
| On-Call: Johnston/Grimes | 169 | 185 | 202 | 219 | 168 | 134 | 182 | 291 | -37.46% | 1,259 | 2,047 | -38.50% |
| #73 Flex: Urbandale/Windsor Heights | 355 | 371 | 299 | 377 | 325 | 325 | 290 | 319 | -9.09% | 2,342 | 2,974 | -21.25% |
| #72 Flex: West Des Moines/Clive | 3,595 | 3,821 | 3,756 | 4,079 | 3,761 | 3,918 | 3,839 | 3,638 | 5.53% | 26,769 | 28,341 | -5.55% |
| #74 Flex: NW Urbandale | 487 | 542 | 633 | 610 | 463 | 569 | 605 | 568 | 6.51% | 3,909 | 2,715 | 43.98% |
| On-Call: REGIONAL | 318 | 370 | 69 | 102 | 87 | 82 | 59 | 89 | -33.71% | 1,087 | 1,156 | -5.97% |
| DART Paratransit Ridership | 10,988 | 10,656 | 10,459 | 10,694 | 9,194 | 9,904 | 9,561 | 10,563 | -9.49% | 71,456 | 79,354 | -9.95% |
| Bus/Van | 10,192 | 9,860 | 9,502 | 9,743 | 8,409 | 8,936 | 8,572 | 9,815 | -12.66% | 65,214 | 73,352 | -11.09% |
| Cab | 796 | 796 | 957 | 951 | 785 | 968 | 989 | 748 | 32.22% | 6,242 | 6,002 | 4.00% |
| DART RideShare Ridership | 17,527 | 17,056 | 17,550 | 18,578 | 16,133 | 16,349 | 16,357 | 20,198 | -19.02% | 119,550 | 135,889 | -12.02% |
| TOTAL RIDERSHIP | 326,116 | 584,553 | 416,109 | 449,446 | 369,458 | 360,607 | 363,043 | 372,237 | -2.47% | 2,869,332 | 2,905,174 | -1.23% |



MONTHLY REPORT



10A: Operations Department

Staff Resources: Timothy Sanderson, Chief Operating Officer

In February, DART received six new medium duty Champion buses for Paratransit to replace vehicles that have exceeded their useful economic lifecycle. These vehicles are currently being up fitted for service and will be placed into revenue service in March.

Phase II of the 1100 DART Way redevelopment is continuing. Based upon input from all stakeholder groups, including Bus Operators, Mechanics and Dispatchers, a design concept has been developed and is progressing through the project steps. It is anticipated that this project will be completed in late 2016.

On February 19, 2016 DART was pleased to facilitate the transportation of a large Up With People group on the D-Line. This movement of over 100 passengers was provided in a seamless manner and provided great exposure for DART services.



10B: Engagement

Staff Resources: Amanda Wanke, Chief Engagement and Communications Officer

Engagement – Amanda Wanke, Chief Engagement and Communications Officer

DART Forward 2035 Transit Service Plan Update:

- TMD worked with DART to finalize the general community survey, employer survey, and Human Services survey, all of which are now available at <http://www.ridedart.com/dartforward/>.
- TMD created individual route ridership maps that show boardings and alightings at each stop.
- TMD worked on the Market Analysis and Service Evaluation reports, summarizing existing market conditions and DART service performance and highlighting changes since 2010.
- DART staff have been working to raise public awareness of the DART Forward 2035 update, focusing on stakeholder meetings and opportunities for the community to be involved through surveys and public meetings. Stakeholder meetings thus far include:
 - Capital Crossroads
 - Downtown Neighborhood Association
 - Drake Neighborhood Association
 - East Village Neighborhood Association
 - Johnston Kiwanis Club
 - MPO Policy Committee
 - Physical Capital Group
 - Pleasant Hill City Council
 - Polk County Continuum of Care Board
 - Refugee Agencies (through LSI)
 - Urban Land Institute Advisory Committee
 - Urbandale Chamber
 - West Des Moines Rotary Club
- Several media outlets have covered the DART Forward 2035 plan and the public input opportunities, including:
 - ABC-5
 - Business Record
 - Des Moines Register
 - KICW-TV
 - Star 102.5
 - WHO Radio-1040
 - WHO-13

MONTHLY REPORT
10B: Engagement



Community and Customer Relations – John Clark, Community and Customer Relations Manager

January 2016 Website Communication and Messages:

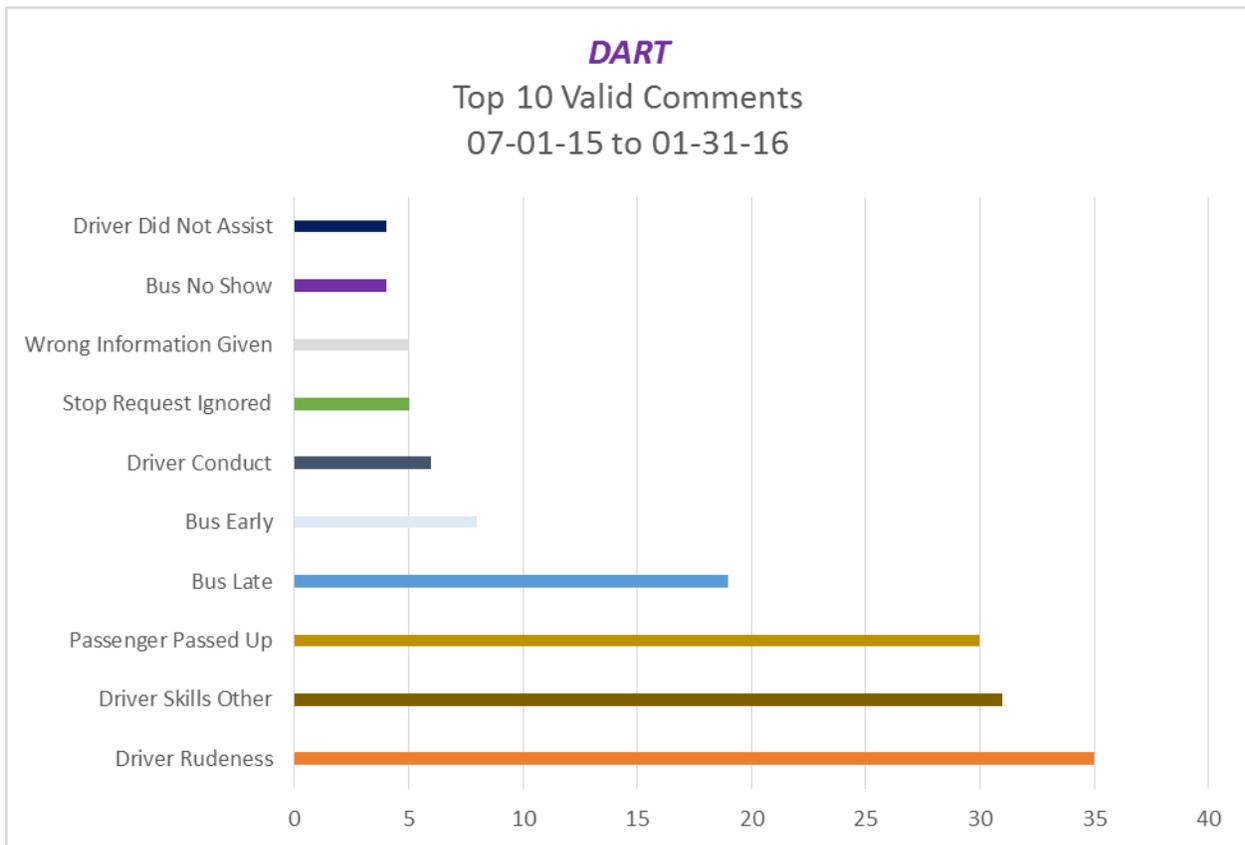
- Contact/Feedback Form – 56
- Other/Misc. – 9
- Voicemails – 112, voicemails requiring response – 22 (20%)

Total Calls for January 2016:

- Schedule Information – 8857
- Spanish Line – 79
- Receptionist – 669
- RideShare – 300

Total of Community Events Performed for January 2016:

- DART How to Ride Training Sessions – 1
- Grab & Go – On Call Residence – 1
- Mobility Coordination Training – 1
- Smart Steps Training – 1



Marketing and Communications



MONTHLY REPORT 10B: Engagement

- **St. Patrick's Day and NCAA:** The marketing team is promoting taking public transit to the St. Patrick's Day parade and NCAA tournament through several marketing channels.
- **Third Public Art Bus:** Staff are working with the Public Art Foundation on the third art bus wrap and unveiling. More information will be shared when the timing is finalized.

Planning - James Tishim, Planning Manager

- **Windsor Heights Complete Streets Plan:** The City of Windsor Heights is working on a Complete Streets Separated Bike Lane Concept Plan. The plan area is on University Avenue from 63rd Street to 73rd Street. The City of Windsor Heights is working with DART on the transit component of the plan. DART held a meeting with city officials and the project consultant on Monday, February 8, to discuss transit options. Planning Department staff also attended the Windsor Heights Complete Streets Public Meeting that same evening.
- **Grand Ave Bridge Closure:** The Grand Avenue Bridge will close starting in August. The Planning Department is working with the City of Des Moines to coordinate the timing of the Grand Avenue Bridge closure with the ending of the Iowa State Fair and the DART August service change that takes effect on August 21, 2016. DART will be required to detour the 1 Fairgrounds, 4 E 14th Street and the D-Line routes until the Grand Avenue Bridge projects is completed in the winter of 2017.

RideShare

- Grab & Go marketing event – Cognizant
- Planning is underway for the transition from current vanpool management software to a new software that the Iowa Department of Transportation is coordinating and DART is participating in.



MONTHLY REPORT



10C: Procurement

Staff Resource: Mike Tiedens, Procurement Manager

Upcoming Procurements:

Signage Installation – 1100 DART Way Administration – DART is seeking a contractor or contractors to provide the following services: creation and installation of interior signage, included but not limited to vinyl lettering, dimensional characters, and free standing signage.

- Invitation for Bid published on February 15, 2016
- Bid Opening: March 4, 2016 at 2:00 PM Central

1100 DART Way Administration Remodel, Phase II – DART is seeking a contractor to perform demolition and construction for the second phase of renovation at 1100 DART Way. The renovation will be in the front operations office areas, dispatch, and driver's and mechanic's lounges.

- Invitation for Bid to be published in March 2016

Fareboxes and AFC System – DART is seeking a vendor to provide a Farebox and Automated Fare Collection System. The Farebox and AFC System will increase the speed of boarding times, reduce fare disputes, provide account-based reusable media (smart cards), eliminate paper transfers, etc.

- RFP to be published in April 2016

Mobile Ticketing System – DART is seeking a vendor to provide a mobile ticketing system to provide an alternative electronic method to the current DART pass. The mobile ticketing system is anticipated to include an account based back office application that will form the basis for a smart card ticketing system to be deployed in a second phase along with new farebox technology to manage all of DART's fare products and fare policy.

- RFP to be published in March 2016

Contracts and Task Orders Approved Recently:

1100 DART Way Administration Remodel, Phase I – Change Order 2

- Change Order 2 to the existing contract with Breiholz Construction for minor modifications to the project. Modifications include, but are not limited to: adding exterior lights, relocating emergency wiring, rework existing drain clean-outs, etc.

Upcoming Procurements:

- 1100 DART Way Administration Remodel – Phase II
- Mobile Ticketing System
- Fareboxes and AFC System



MONTHLY REPORT
10C: Procurement

- Taxi Cab Services
- Mystery Shopper Services
- Employment Services
- Armored Car / Courier Services
- Printing Services
- Occupational Medical Services
- Bus Shelters



MONTHLY REPORT



10D: General Manager

Staff Resource: Elizabeth Presutti, General Manager

- **Kinetic Event:** I attended the Kinetic event focusing on the future of transportation in Kansas City, MO with Joseph Jones from the Greater Des Moines Partnership. Bill Ford, Executive Chairman for Ford Motor Company was the keynote speaker. Other Transportation Officials from the KC region spoke in a panel following Mr. Ford. It was a great event and further articulated how technology is going to transform the transportation system of the future.
- **Meeting with Uber:** DART Leadership Team met with Uber this month to discuss partnership options and how UBER might be able to compliment DART services in the region. DART staff is continuing the conversation with them on opportunities to partner as we look to the future.
- **State Legislative Meetings:** We had meetings along with our State Lobbying team with State Representative Byrnes and Representative Best, chair and vice-chair respectively of the House Transportation Committee. At a separate meeting we also met with Senator Kapucian, ranking member of the Senate Transportation Committee. At all of the meetings we introduced the legislators to DART and discussed our current initiatives as well as our long-term financial outlook.
- **Member Community Meetings on DART Forward 2035 Plan Update:** I along with Jamie Schug, DART Chief Financial Officer and Commissioner Bob Mahaffey presented to the Pleasant Hill City Council on the DART Forward 2035 Plan Update. At their request, DART will be working with City of Pleasant Hill staff to see if more Park & Rides can be established for the Route 1 service going to Pleasant Hill.
- **Community Connect Mentor:** I was asked by the Greater Des Moines Leadership Institute to be a mentor for the Community Connect Program. I am very excited to serve the community in this capacity. The program kicked off on February 22nd and concludes at a graduation on March 2nd.
- **Iowa Public Transit Association (IPTA) Executive Director:** Bev Thomas, IPTA's Executive Director retired in January. To assist the association, DART is providing support in coordinating their upcoming meetings as well as to help post and collect resumes for the Executive Director position. DART will assist in performing these duties until a new Executive Director is hired.



FUTURE DART COMMISSION ITEMS



FUTURE AGENDA ITEMS:

| April 5, 2016 – 12:00 P.M. | |
|---|--|
| Action Items | Information Items |
| <ul style="list-style-type: none"> • Advertising Sales, Production, Installation • State of Iowa Grants | <ul style="list-style-type: none"> • TRAC Update • Quarterly Investment Report • RideShark Software Implementation • Farebox Project Update • DART Forward 2035 Plan Update |
| May 3, 2016 – 12:00 P.M. | |
| Action Items | Information Items |
| <ul style="list-style-type: none"> • 1100 DART Way Admin Remodel, Phase II • LECIP Contract • Health Insurance Contract • FTA Title VI Update | <ul style="list-style-type: none"> • Quarterly Safety Report • DART Forward 2035 Plan Update |
| June 7, 2016 – 12:00 P.M. | |
| Action Items | Information Items |
| <ul style="list-style-type: none"> • Taxi Services • Mobile Ticketing • Occupational Medical Services | |

Future Meetings and Conferences:

- March 11, 2016 IPTA Federal Legislative Meeting, Washington, D.C.
- March 13-15, 2016: APTA Legislative Conference, Washington, D.C.
- March 29-30, 2016: IPTA State Legislative Conference, Des Moines, IA



COMMISSIONER ITEM



| |
|---|
| 12A: Nominating Committee Appointments |
|---|

Staff Resource: Elizabeth Presutti, General Manager

Rules Relating to Nominating Committee Appointment:

- Per the DART Bylaws, a Nominating Committee is to be appointed by the Commission Chair at least three months in advance of the annual meeting.
- The Nominating Committee is charged with selecting and offering nominations for each office of the Commission (i.e., Chair, Vice-Chair and Secretary/Treasurer) at the annual meeting.
- The Nominating Committee shall be chaired by a representative elected by the other members of the Nominating Committee.
- Nominations for each office of the Commission will also be accepted from any Commissioner present at the annual meeting.
- The Commission shall elect the officers of the Commission at the annual meeting.

Nominating Committee Appointment and Proposed Schedule:

- The Nominating Committee shall meet and be prepared to make nominations at the annual meeting.
- Election of the officers of the Commission will still take place as scheduled, and in accordance with the Bylaws, at the annual meeting.