



NOTICE OF COMMISSION MEETING AND AGENDA
DES MOINES AREA REGIONAL TRANSIT AUTHORITY
DART MULTIMODAL ROOM, 620 CHERRY STREET/[ZOOM](#)
DIAL IN - +1-312-626-6799/ACCESS CODE – 816 1632 3254/PASSCODE - 555217
NOVEMBER 5, 2024 – 12:00 PM

	<u>PAGE #</u>
1. CALL TO ORDER	
2. ROLL CALL AND ESTABLISHMENT OF QUORUM	
3. NOTICE OF MEETING	
4. APPROVAL OF NOVEMBER 5, 2024, AGENDA	
5. PUBLIC COMMENT (Limit 3 minutes)	
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13. NEXT MEETING: Regular DART Meeting - Tuesday, December 3, 2024 – 12:00 P.M.	
14. CLOSED SESSION	54
15. ACTION ITEM – Approving FY25 CEO Goals	55
16. 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.



6:	Transit Riders Advisory Committee (TRAC) Update
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Resource: *Brandon Paulson, TRAC Chair*

A hybrid meeting of the Transit Riders Advisory Committee was held on Wednesday, October 30, 2024, and a quorum was met. Included are key highlights from the meeting's discussion.

- **Reimagine DART Workshop Update:** DART CEO, Amanda Wanke, provided an update on ongoing conversations with member communities about their membership in DART. Chief Strategy Officer, Erin Hockman, presented a Reimagine DART timeline and budget scenarios that were shared with the Commission at their workshop on October 28.
- **UZURV Update:** Director of Transportation, Lewis Lowry, shared with TRAC some communications related to DART's partnership with UZURV for overflow paratransit services that would be launching November 4, 2024. This update included some discussion on the reservation and payment process with both Yellow Cab and UZURV.
- **TRAC Membership Update:** TRAC Staff Liaison, Catlin Curry, reminded TRAC members of DART's efforts to recruit applications and fill an opening on the committee, as well as some discussion about extending terms limits for two members through the Reimagine DART process. At the November TRAC meeting, nominations for the TRAC Chair will be accepted.

The next hybrid TRAC meeting is currently scheduled for Wednesday, November 20, 2024.

**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES
MEETING HOSTED IN-PERSON AND VIRTUALLY
620 CHERRY STREET, DES MOINES IA 50309
October 8, 2024**



(Meeting was held in a hybrid format)

Commissioners/Alternates Present and Voting:

Dean O'Connor, Todd Shafer, Tara Cox, Srikant Mikkilineni, Connie Boesen, Paula Dierenfeld, Len Murray, Angela Connolly, Bridget Montgomery, Russ Trimble, Lauren Campbell and Joseph Jones (arrived at 12.50pm)

Commissioners Absent:

Andrew Borcharding and Ross Grooters

CALL TO ORDER

Chair Russ Trimble called the meeting to order at 12:00 p.m. Roll call was taken, and a quorum was present.

Notice of the meeting was duly published.

APPROVAL OF AGENDA

Chair Russ Trimble requested a motion to approve the agenda as presented.

It was moved by Dean O'Connor and seconded by Connie Boesen to approve the October 8, 2024, agenda. The motion carried unanimously.

PUBLIC COMMENT:

Thomas Washington from Des Moines asked if the ISF Center Street service could stop at DART Central Station to pick up more riders for future ISF DART service. Chair Russ Trimble thanked Thomas for his ideas and asked staff to investigate as they plan for the 2025 ISF DART service.

Heather Armstrong from Des Moines shared her concerns about DART's future and cities exiting, especially how it may affect those with special needs or in mobility devices.

Garland Armstrong from Des Moines shared that the traffic light at South 6th Street and Coachlight was not working one evening after 7.30 p.m. Chair, Russ Trimble thanked him for the information and will advise his city representatives

Lauren Campbell from Windsor Heights and DART alternate Commissioner thanked DART staff for their support and collaboration at the Windsor Heights Fall festival.

Rosa Walker from Des Moines addressed her concerns on route reductions and public safety as it relates to mental health. She also asked if there could be more bus service on Sundays.

**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES – OCTOBER 8, 2024**



TRANSIT RIDERS ADVISORY COMMITTEE (TRAC) UPDATE

Chair, Brandon Paulsen provided an update to the Commission on the last meeting which occurred on Wednesday, September 25, 2024. He shared that the Committee received an update from CEO, Amanda Wanke on the member community outreach, an update on Reimagine DART and the withdrawal of Grimes from DART. In addition, the committee completed the mobility outcome exercise that the DART Commission did at a recent workshop and shared the results. An update was provided from the committee on future ideas, related to the mobility outcomes to help and support DART in the future. The next TRAC meeting will be held on Wednesday, October 30, 2025.

CONSENT ITEMS

7A – Commission Meeting Minutes – September 3, 2024

7B – Bus Cradlepoint Modem Replacement Approval

7C – Quarterly Financial Report

7D – June Consolidated Financials

7E – August Consolidated Financials

It was moved by Dean O'Connor and seconded by Srikant Mikkilineni to approve the consent items. The motion carried unanimously.

8. CEO DISCUSSION ITEM

Chief Executive Officer Amanda Wanke provided an update on the conversations between DART member communities, suggestions for the next Commission workshop, and implications of the various timelines and decisions that are ahead.

ACTION ITEMS

9A – Reimagine DART Network Redesign Contract

Mike Gulick, Procurement Manager, provided a background on the Reimagine project and the objectives including selecting a top-ranked contractor to support this initiative. Six proposals were submitted, and each one was evaluated and assessed. Interviews were conducted on the top three proposals with Jarret Walker + Associates with Transpro Group being recommended.

It was moved by Dean O'Connor and seconded by Bridget Montgomery to approve Jarrett Walker + Associates in partnership with Transpro Group for the DART Network Redesign project and authorize DART staff to enter into a contract for an amount not to exceed \$870,000. The motion carried unanimously.

9B – November Service Change – Title VI

Tony Filippini, Planning and Development Manager shared that as required by Federal regulations and consistent with DART's adopted Title VI Program, staff determined the proposed changes to the November service change do meet the threshold of a "major

**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES – OCTOBER 8, 2024**



service change" which were outlined. The D-Line will be eliminated, and this change meets the threshold for the analysis. Based on the analysis, DART concludes that the proposed elimination does create a disproportionate burden and have disparate impacts.

It was moved by Dean O'Connor and seconded by Angela Connolly to approve the Title VI Service Equity Analysis for the November 2024 Service Change. The motion was approved by Dean O'Connor, Todd Schafer, Tara Cox, Srikant Mikkilineni, Connie Boesen, Paula Dierenfeld, Len Murray, Angela Connolly, Russ Trimble, Lauren Campbell and Joseph Jones. Bridget Montgomery abstained.

9B – November Service Change

Tony Filippini, Planning and Development Manager shared the changes planned for the November service changes.

It was moved by Dean O'Connor and seconded by Angela Connolly to approve the November 2024 Service Change. The motion carried unanimously.

DISCUSSION ITEMS:

10A – Grimes Withdrawal Notice

Tony Filippini provided an update on the City of Grimes Withdrawal from DART.

QUARTERLY AND PERFORMANCE REPORTS:

Due to time, Chair Russ Trimble asked the Commission to refer to their packets to review the monthly performance report for the month of August.

11A - Performance Report – August 2024

11B – Quarterly Safety Report

Pat Daly, Safety Manager, provided an update on the Q4 FY2024 safety report.

DEPARTMENTAL MONTHLY REPORTS (BY EXCEPTION)

Chair Trimble asked the Commission to refer to their packets to review the monthly department reports, except for the Operations report.

12A – Operations

Luis Montoya, Chief Operating and Planning Officer, shared that going forward we will be including a O&M facility update in the monthly Operations report so that we can be transparent and keep the Commission updated on all the activities as it relates to this new facility.

12B – Planning

None

12C - External Affairs

**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES – OCTOBER 8, 2024**



None

12D – Finance/IT/Procurement

None

12E – Human Resources

None

12F – Chief Executive Officer

None

FUTURE AGENDA ITEMS

None

COMMISSIONER ITEMS

14A – Nominating Committee Appointments

Chair Russ Trimble shared the nominating committee process and advised on the Commissioners that have agreed to serve on the nominating committee. Commissioners appointed were Commissioner Trimble (Chair), Commissioner Connolly and Commissioner Cox.

NEXT MEETING

Regular DART Meeting - Tuesday, November 5, 2024 – 12:00 P.M.

ADJOURN

Vice Chair Ross Grooters adjourned the meeting at 1.38 p.m.

Chair

Clerk

Date

CONSENT ITEM



7B:	FY2029 Surface Transportation Block Grant (STBG) Request
Action:	Authorize submission of an application to the DMAMPO for federal STBG funds in the amount of \$2,000,000

Staff Resource: *Mike Tiedens, Grants Program Administrator*

Background:

- Applications for the FY2029 Federal Surface Transportation Block Grant program (STBG) are due to the DMAMPO on January 10, 2025.
- The total STBG funding available for FY2029 is approximately \$15 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 2029 unallocated portion is distributed to projects that were either partially funded or unfunded, but only up to the original application amount.
- Last year, DART requested \$2,000,000 in FY2028 funding to replace heavy-duty buses and BCycle bike-share stations and was awarded \$1,750,000.

Proposed Request:

- DART will request \$2,000,000 in FY2029 funds (about 13% of the estimated total), to contribute to the purchase of three heavy-duty buses identified in the capital plan and multiple replacement BCycle bike-share stations.

Recommendation:

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

CONSENT ITEM



7C:	September FY 2025 Consolidated Financial Report
Action:	Approve the September FY 2025 Consolidated Financial Report

Staff Resource: Amber Dakan, Finance Director

Year-to-Date Budget Highlights:

Revenue:

- Fixed Route operating revenue is exceeding budget by 40.1% through the first three months of the fiscal year. *This is largely due to a spike in cash fares and mobile ticketing passes from the Iowa State Fair, as well as the timing of some annual contributions for our Ride to Thrive program and unlimited access partners.*
- Fixed Route non-operating revenue is trending ahead of budget by 6.1% due to the higher than projected interest income from favorable interest rates, local grant revenue contributions, and state operating assistance.
- Mobility Services operating revenue is exceeding budget by 10.0% year to date. Polk County funding is seeing the most significant level over budget so far for their contracted trips.
- Mobility Services non-operating revenue is on track with budget through the first three months of the fiscal year.
- Caravan revenues are under budget by 55.9%. Caravan is working to add additional business partners to the program in FY25, but these vanpools are not currently active yet.

Operating Expense:

- Fixed Route operating expenses are under budget by 3.8% so far in FY25. Services and insurance are the two categories seeing the most budget savings.
- Mobility Services operating expenses are under budget by 4.4% year-to-date. There are budget savings in quite a few areas, including equipment repair parts and insurance.
- Caravan has budget savings of 28.3% so far in FY25. Fuel and lubricants along with equipment repairs are seeing the most savings to date as a result of fewer vans on the road.

Recommendation:

- Approve the September FY2025 Consolidated Financial Report.

**** TOTAL Un-Audited Performance of September FY2025 Year-to-Date as Compared to Budget:**

Fixed Route	\$ 1,293,282	Reserve for Accidents (See Balance Sheet):
Mobility Services	\$ 73,116	\$220,785
Caravan	\$ (45,547)	
<u>Total</u>	<u>\$ 1,320,851</u>	

FY2025 Financials: September 2024

FIXED ROUTE	September 2024			Year-To-Date-(3) Months Ending 9/30/2024		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	518,458	375,766	142,692	1,578,893	1,127,299	451,594
Non-Operating Revenue	2,954,308	2,661,639	292,669	8,471,936	7,984,918	487,019
Subtotal	3,472,766	3,037,405	435,361	10,050,829	9,112,216	938,613
Operating Expenses	2,722,353	3,109,311	386,958	8,973,263	9,327,933	354,670
Gain/(Loss)	750,413	(71,905)	822,318	1,077,566	(215,716)	1,293,282

MOBILITY SERVICES	September 2024			Year-To-Date-(3) Months Ending 9/30/2024		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	55,662	55,583	79	183,376	166,750	16,626
Non-Operating Revenue	397,783	397,767	16	1,189,550	1,193,300	(3,750)
Subtotal	453,445	453,350	95	1,372,926	1,360,050	12,876
Operating Expenses	423,905	453,350	29,445	1,299,810	1,360,050	60,240
Gain/(Loss)	29,540	-	29,540	73,116	-	73,116

CARAVAN	September 2024			Year-To-Date-(3) Months Ending 9/30/2024		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	13,947	39,939	(25,992)	46,688	119,818	(73,130)
Non-Operating Revenue	9,667	14,992	(5,325)	25,975	44,975	(19,000)
Subtotal	23,614	54,931	(31,317)	72,663	164,793	(92,130)
Operating Expenses	22,660	54,931	32,271	118,210	164,793	46,583
Gain/(Loss)	954	-	954	(45,547)	-	(45,547)

SUMMARY	September 2024			Year-To-Date-(3) Months Ending 9/30/2024		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	588,067	471,289	116,778	1,808,957	1,413,866	395,091
Non-Operating Revenue	3,361,758	3,074,398	287,361	9,687,461	9,223,193	464,269
Subtotal	3,949,825	3,545,686	404,139	11,496,418	10,637,059	859,359
Operating Expenses	3,168,918	3,617,592	448,674	10,391,283	10,852,775	461,492
Gain/(Loss)	780,907	(71,905)	852,812	1,105,135	(215,716)	1,320,851

DISCUSSION ITEM



8A: January Commission Meeting Date

Staff Resource: *Amanda Wanke, CEO*

Staff previously shared a Commission calendar that had the date for the January 2025 meeting as January 21, 2025. *(This date is later than the regular scheduled meeting to give the Nominating Committee time to determine a new slate of officers.)* Staff have since realized that January 21 is the Tuesday after Martin Luther King Day. Realizing that some people are out of town for the long weekend, we are recommending the meeting be moved to January 28. This is not an item the Commission acts on, but feedback is considered before finalization.

DISCUSSION ITEM



8B:	Member Community Facilitation
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**Consultant
Resource:**

**Scott Raecker, Executive Director, The Robert D. and Billie Ray
Center
Erin Clanton, Brick Gentry, P.C.**

Staff Resource: Amanda Wanke, CEO

Scott Raecker of The Robert D. and Billie Ray Center will facilitate a conversation between Commissioners. The goal of this facilitation is to:

- Encourage transparent understanding of each community's current position as it relates to their membership in DART and their commitment to participating in the Reimagine DART process.
- Understand which member communities are still considering withdrawal yet this year; and
- Inform further work or action needed to move forward together with the Reimagine DART process.

Introduction: Amanda and Scott (5 minutes)

Member Community Information Sharing (3 minutes each, total 30 minutes):

- Mayor Boesen will first share the City of Des Moines' current thinking related to DART (See attached letter dated October 9).
- The other DART Commissioners or Alternates will be given the opportunity to answer the following question(s):
 - *Based on what you've heard from Mayor Boesen, do you believe this is enough for your community to stay in DART and work together on Reimagine DART? If not, what do you need in order to make this commitment?*
 - (Chair) West Des Moines
 - Altoona
 - Ankeny
 - Bondurant
 - Clive
 - Johnston
 - Polk County
 - Urbandale
 - Windsor Heights

Clarifying Questions and Next Steps: Amanda and Scott (15 minutes)

- Based on where communities are at, Scott, Amanda and Erin may ask clarifying questions, and Amanda will lead a discussion of possible next steps including but not limited to:
 - Possible action item to be put on a future agenda in regard to next steps following today's discussion.
 - Identification of any follow-up information that Commissioners need from staff, Brick Gentry or each other.

ACTION ITEM

8B: Member Community Facilitation

- Staff to prepare future options for the Commission to consider as to how withdrawal notices will impact the Reimagine DART process.
- Staff to prepare options for the Commission to consider as to how to adjust the property tax formula to take into account new types of service (e.g., Microtransit) as well as other improvements intended to meet the original intent of the formula including:
 - Providing a minimum level of regional subsidy recognizing all communities benefit from a strong regional transit system; and
 - Allocating cost in a manner that takes into account the amount of service each community receives.
- Any other next steps needed in order to inform member community decisions related to their DART membership and how DART moves forward with the Reimagine DART process.



9A: FY25 Quarterly Financial Report, July 1 – September 30, 2024

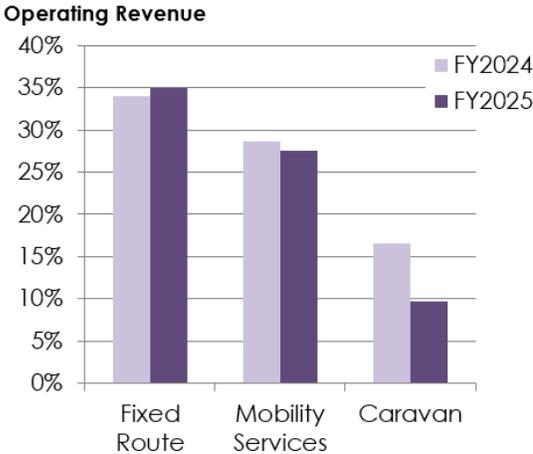
Staff Resource: Amber Dakan, Finance Director

Revenue

Operating Revenue

- Fixed Route operating revenue YTD through the first quarter of the fiscal year performed at 35.01% of the annual budget compared to 33.98% in FY24. The budget for other contracted services was reduced from prior year in anticipation of loss of DLine funding, but revenues are still coming in at close to the same level. State fair ridership and collections were also higher than the previous year.
- Mobility Services operating revenue YTD through the first quarter of FY25 is 27.49% of budget in comparison to 28.69% in the prior year. Most areas are performing better dollar-wise than last year, but budgets were also increased as ridership was forecasted to increase.
- Caravan operating revenue for FY25 is 9.74% of budget compared to 16.48% through the first quarter of FY24. The budget was increased in anticipation of new partners being added, but those vanpools are not yet active.

**Revenue, Percent of Budget
July - September**



Non-Operating Revenue

- Fixed Route non-operating revenue YTD through Q1 of FY25 is lower than in FY24 at 26.52% and 32.90% respectively. This is due to a larger bump in the interest income budget due to favorable interest rates last year, as well as the timing of grant funding.
- Mobility Services non-operating revenue for FY25 is higher than in FY24. It was 22.07% in FY24 and 24.92% in FY25. This is due to an increase in property tax revenues and more grant funding being diverted to this area to cover overflow tax expenses.
- Caravan non-operating revenue is 14.44% of budget so far in FY25. For FY24 it was at 36.09% for the first quarter. This difference is due to an increase in the budget for

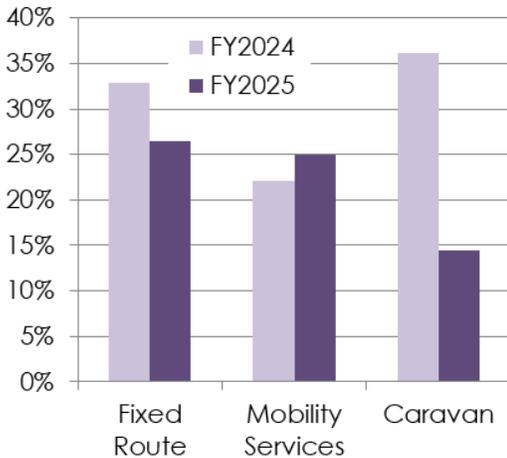
CONSENT ITEM

9A: Quarterly Financial Report

anticipated revenues coming from IA DOT related to our new QRyde system that have not yet been received as well as the timing of grant funding.

**Revenue, Percent of Budget
July - September**

Non-Operating Revenue

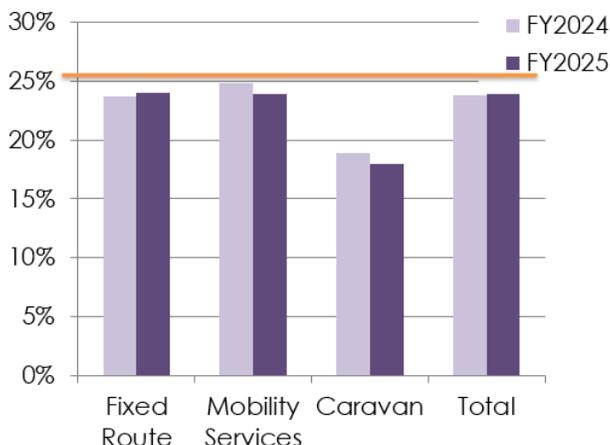


Expenses

- Fixed Route operating expenses as a percentage of budget are very similar through the first quarter of FY25 to the first quarter of FY24. In FY25 the first quarter YTD is at 24.05% while FY24 was at 23.72% of budget utilization.
- Mobility Services operating expenses throughout the first quarter YTD are slightly lower than the prior year: 23.89% in FY25 and 24.83% in FY24.
- Caravan operating expense utilization in the current year so far is slightly lower than the prior year. Expenses came in at 18.84% in FY24 as compared to 17.93% in FY25.
- Expenses for all divisions combined came in at just under 24% of budget utilization through the first quarter of both FY24 and FY25.

**Expenses, Percent of Budget
July - September**

Expenses



CONSENT ITEM



9B: Quarterly Investment Report

Action: Approve the recommended quarterly investment report for the first quarter of the Fiscal Year 2025

Staff Resource: Amber Dakan, Finance Director

Background:

- DART began investing its reserve dollars in April 2016 with the intent to maximize the value of our assets.
- The 1st quarter of FY2025 (July 1 – September 30, 2024) ended with \$25,427,954 in our investment portfolio.
- The current quarterly statement recognizes \$544,917 in interest income, which is due to higher-level interest rates. At the quarter end, interest rates ranged from 4.76% to 5.2%.
- Portfolio assets are held in a market-based savings account and within Certificates of Deposits from multiple banks and with varying lengths of time. The Finance Staff continues to work with PMA to maximize earning interest vehicles.
- Attached within the packet is DART's Quarterly Investment Report.

Recommendation:

- Approve the recommended quarterly investment report for the first quarter of Fiscal Year 2025 (July 1 – September 30, 2024).



PMA Quarterly Statement

(39427-101) Investment Account

Statement Period

July 1, 2024 to September 30, 2024

Statement for the Account of:

Des Moines Area Regional Transit Authority

Des Moines Area Regional Transit Authority

Amber Dakan
620 Cherry Street
Des Moines, IA 50309

(39427-101) Investment Account | Page 1 of 5



Des Moines Area Regional Transit Authority

Statement Period

July 1, 2024 to September 30, 2024

SDA / MMA TRANSACTION ACTIVITY

FEDERATED FUNDS			BEGINNING BALANCE			\$7,119,037.05
Transaction	Date		Deposits	Withdrawals	Interest / Adjust	Balance
22754	07/23/24	Deposit	\$6,157,909.45			\$13,276,946.50
22755	07/25/24	Withdrawal		(\$501.73)		\$13,276,444.77
22815	07/31/24	Interest			\$39,190.24	\$13,315,635.01
22879	08/09/24	Withdrawal		(\$3,000,000.00)		\$10,315,635.01
22824	08/23/24	Withdrawal		(\$504.62)		\$10,315,130.39
22883	08/31/24	Interest			\$49,201.84	\$10,364,332.23
22889	09/16/24	Deposit	\$9,240,983.98			\$19,605,316.21
22899	09/25/24	Withdrawal		(\$465.26)		\$19,604,850.95
22955	09/30/24	Interest			\$61,127.19	\$19,665,978.14
TOTALS FOR PERIOD			\$15,398,893.43	(\$3,001,471.61)	\$149,519.27	
			ENDING BALANCE			\$19,665,978.14

BANK IOWA			BEGINNING BALANCE			\$2,726,281.33
Transaction	Date		Deposits	Withdrawals	Interest / Adjust	Balance
298179	07/31/24	Interest			\$12,123.01	\$2,738,404.34
299764	08/31/24	Interest			\$12,176.93	\$2,750,581.27
301272	09/30/24	Interest			\$11,394.62	\$2,761,975.89
TOTALS FOR PERIOD			\$0.00	\$0.00	\$35,694.56	
			ENDING BALANCE			\$2,761,975.89

Questions? Please call 630 657 6400

(39427-101) Investment Account | Page 2 of 5



Des Moines Area Regional Transit Authority

Statement Period

July 1, 2024 to September 30, 2024

FIXED INCOME INVESTMENTS

INTEREST

Type	Holding ID	Transaction Date	Description	Interest
CD	297280-1	07/23/24	COMMUNITY STATE BANK	\$157,909.45
SDA	1285181-1	07/31/24	Savings Deposit Account - BANK IOWA	\$12,123.01
SDA	1285181-1	08/31/24	Savings Deposit Account - BANK IOWA	\$12,176.93
MMA	20549-1	08/31/24	Federated Funds	\$49,201.84
CD	297477-1	09/16/24	COMMUNITY STATE BANK	\$240,983.98
SDA	1285181-1	09/30/24	Savings Deposit Account - BANK IOWA	\$11,394.62
MMA	20549-1	09/30/24	Federated Funds	\$61,127.19
Totals for Period:				\$544,917.02

Questions? Please call 630 657 6400

(39427-101) Investment Account | Page 3 of 5



Des Moines Area Regional Transit Authority

Statement Period

July 1, 2024 to September 30, 2024

CURRENT PORTFOLIO

Type	Code	Holding ID	Trade	Settle	Maturity	Description	Cost	Rate	Face/Par	Market Value
MMA	N	20549-1		06/30/24		Federated - Government Obligations Fund	\$19,665,978.14	5.010%	\$19,665,978.14	\$19,665,978.14
SDA	IA	1285181-1		06/30/24		Savings Deposit Account - BANK IOWA	\$2,761,975.89	4.760%	\$2,761,975.89	\$2,761,975.89
CD	IA	297279-1		01/24/24	10/21/24	CD - COMMUNITY STATE BANK	\$3,000,000.00	5.200%	\$3,115,824.66	\$3,000,000.00
Totals for Period:							\$25,427,954.03		\$25,543,778.69	\$25,427,954.03

Weighted Average Portfolio Yield: 4.998 %
 Weighted Average Portfolio Maturity: 28.94 Days

Portfolio Summary:

Type	Allocation (%)	Allocation (\$)	Description
MMA	77.340%	\$19,665,978.14	Money Market Account
SDA	10.862%	\$2,761,975.89	Savings Deposit Account
CD	11.798%	\$3,000,000.00	Certificate of Deposit

Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated using "Market Value" and are only based on the fixed rate investments (excluding SDA Investments).

"Cost" is comprised of the total amount you paid for the investment including any fees and commissions.
 "Rate" is the Net Yield to Maturity.

"Face/Par" is the amount received at maturity.

"Market Value" reflects the market value as reported by an independent third-party pricing service. Certificates of Deposit and Commercial Paper and other assets for which market pricing is not readily available from a third-party pricing service are listed at "Cost".

Deposit Codes

N	Single FEIN
IA	Iowa State

Questions? Please call 630 657 6400

(39427-101) Investment Account | Page 4 of 5



Quarterly Statement

About Your Account and Statement

Securities and municipal advisory brokerage services (investments purchased with proceeds from a municipal securities issuance), and investments cleared through our clearing firm, Pershing LLC, are offered through PMA Securities LLC, a broker-dealer and municipal advisor registered with the SEC and MSRB, and a member of FINRA and SIPC. All other products and brokerage services are generally provided by PMA Financial Network LLC. Thus, certificates of deposit ("CD"), savings deposit accounts ("SDA") and commercial paper ("CP") may be executed through either PMA entity, as applicable, depending on whether the investment was purchased with proceeds derived from municipal securities. PMA Securities, LLC and PMA Financial Network, LLC operated under common ownership and are affiliated with Prudent Man Advisors, LLC.

Fixed Rate Investment Activity

This section shows all of the fixed term investments purchased and sold, maturities, interest received, and activity. This will include all CD, SDA, CP, securities and money market funds purchased through PMA Financial Network, LLC or PMA Securities, LLC as applicable. It also shows the approximate market value of each security whose price is obtained from an independent source believed to be reliable. However, PMA cannot guarantee their accuracy. This data is provided for informational purposes only. Listed values should not be interpreted as an offer to buy or sell at a specific price. CD's and CP are listed at their original cost. Redemption of a CD prior to maturity may result in early withdrawal penalties. Market values are based on the last day of the month for which this report date range is ending. If the run date of this report is prior to the end of the current month, the market values are listed as equivalent to the cost values.

Money Market Fund

The Rate shown for the money market fund represents the average net interest rate over the previous month which is then annualized. Information regarding the money market fund's investment objectives, risks, changes and expenses can be found in the money market fund's prospectus, which can be obtained by calling PMA at the phone numbers listed. The performance data featured represents past performance, which is no guarantee of future results. Investment returns will fluctuate. Current performance may be higher or lower than the performance data quoted. Please call PMA for the most recent performance figures.

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Additional Disclosures

All funds, and/or securities are located and safe kept in an account under the client's name at their custodial bank. Any certificates of deposit listed are located in the client's name at the respective bank. Any money market fund shares are held directly with the money market fund. It is recommended that any oral communications be re-confirmed in writing to further protect your rights, including rights under the Securities Investor Protection Act.

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Some debt securities are subject to redemption prior to maturity. In the event of a partial or whole call of a security, the securities call will be automatically selected on a random basis as is customary in the securities industry. The probability that your securities will be selected is proportional to the amount of your holdings relative to the total holdings. Redemption prior to maturity could affect the yield represented. Additional information is available upon request.

A financial statement of PMA Securities, LLC is available for inspection at its office or a copy will be mailed to you upon written request.

PLEASE ADVISE PMA AND OUR CLEARING FIRM, PERSHING LLC, IMMEDIATELY OF ANY INACCURACY OR DISCREPANCY ON YOUR STATEMENT. FOR A CHANGE OF ADDRESS OR QUESTIONS REGARDING YOUR ACCOUNT, PLEASE NOTIFY YOUR PMA REPRESENTATIVE. ANY ORAL COMMUNICATIONS SHOULD BE RE-CONFIRMED IN WRITING.

How to Contact PMA

Please call (630)657-6400 or write to us at PMA, 2135 CityGate Lane, 7th Floor, Naperville, IL 60563.

How to Contact Pershing, LLC

Please call (201)413-3330 or write to Pershing LLC, One Pershing Plaza, Jersey City, New Jersey, 07399.

In accordance with FINRA Rule 2267, PMA Securities, LLC is providing the following information in the event you wish to contact FINRA. You may call (301)590-6500 or write to FINRA at 1735 K Street NW, Washington, D.C. 20006-1500. In addition to the public disclosure number (800) 289-9999. FINRA provides an investor brochure which describes their Public Disclosure Program. Additional information is also available at www.finra.org.

Questions? Please call 630 657 6400

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QUARTERLY REPORT



9C: Quarterly Safety Report – Q1 FY 2025

Staff Resource: Pat Daly, Safety Manager

Agency Safety Plan Safety Performance Safety Targets

DART’s Public Transit Agency Safety Plan is federally required to set and track certain safety performance targets.

On April 9, 2024, the FTA published the Final Rule for Public Transportation Agency Safety Plans, which included an update to the National Transportation Safety Plan (NTSP). The NTSP defines what safety performance targets (SPTs) must be tracked, the modes of transportation for which SPTs must be established and tracked, and how SPTs are to be set.

The NTSP update reduces DART “modes of service” reporting categories from four to two, fixed route service and non-fixed route service.

Safety performance targets are required to be set using a three-year rolling average of the data submitted to the NTD by DART. This fiscal year’s targets were set using the averages of fiscal years 2022, 2023, and 2024.

The following table compares DART’s Safety Performance Target goals to actual fiscal year-to-date performance and the prior year’s performance for the same timeframe.

FY 2025 Safety Performance							
Mode of Transit Service	Fatalities	Fatalities per 100/K Miles	Injuries	Injuries per 100/K Miles	Major Events	Major Events per 100/K Miles	System Reliability (Major Road Calls)
Fixed Route							
FY 25 - Target	0	0	≤ 11	≤ 0.43	≤ 14	≤ 0.66	≥ 12,019
FY 25 – Thru Q1	0	0	1	0.28	2	0.85	10,053
FY 24 – Thru Q1	0	0	4	0.77	3	0.58	10,146
Non-Fixed Route							
FY 25 - Target	0	0	≤ 2	≤ 0.43	≤ 3	≤ 0.43	≤ 48,169
FY 25 – Thru Q1	0	0	0	0.0	0	0	----
FY 24 – Thru Q1	0	0	0	0.0	0	0.00	51,508

DISCUSSION ITEM

9C: Quarterly Safety Report – Q1 FY 2025



Safety Performance Targets by Service

Fixed Route:

- Preventable Injuries – 1
- Preventable Safety Events – 1
 - A passenger fell when an operator stopped suddenly to avoid striking a car.
- Non-Preventable Injuries – 0
- Non-Preventable Safety Events - 1
 - A stopped bus was struck from behind.

Preventable Vehicle Accidents

For FY 25, DART has the goal of less than 1.00 preventable accident per 100/K miles of revenue service. Through the end of the first quarter, DART's preventable accident rate was 0.79 per 100/K of revenue service.

We continue to work with operations, training, and planning to identify accident trends and develop recommendations regarding appropriate mitigation strategies.

MONTHLY REPORT



10A: Operations Team Report - November 2024
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Staff Resources: *Luis Montoya, Chief Operating and Planning Officer*

Maintenance – Keith Welch, Fleet Manager

Light Duty Buses Received: Our order of Frontrunner buses received earlier this year have been painted, Integrated Technology Systems Equipment (ITS) have been installed and buses are entering service the first week in November.



Winter prep: Maintenance has been testing the heating and defrosting equipment and inspecting tires in preparation for winter. We also started adding fuel additives in early October and testing our diesel fuel to ensure we have no gelling problems when cold weather hits.

Transportation – Lewis Lowry, Transportation Director; Joy Crutcher, Fixed Route Manager; Skip Herbold, Mobility Services Manager

Operations Supervisors Update: Two vacant Operations Supervisor positions have been filled. We are happy to welcome Ralph Johnson, formerly Mobility Services operator, and Bill DeJong to the DART family.

Bus Plus On-Time Performance: On-time performance for Bus Plus riders in September was 91.88% for trips performed by DART and 92.24% for trips performed by taxi.

UZURV Implementation: Staff have conducted final preparations for the launch of DART's new paratransit contractor on November 4th. Standard Operating Procedures were finalized, internal staff were trained and notices were sent out to customers.

Facilities – Ben Cross, Facilities Manager

Projects: The facilities team has started seasonal interior painting at Dartway. The operator lounge, Hub Room, and maintenance shop are the primary areas of focus this year.

Winter Prep: The facilities team has completed getting buildings and equipment prepped and moved to where it's stationed for the season.

MONTHLY REPORT



**10A1: Phase I Operations and Maintenance Facility Report
3500 Vandalia Road, Des Moines, Iowa 50309**

Staff Resources: *Mike Gulick, Procurement Manager
Luis Montaya, Chief Operating and Planning Officer*

Construction Activities

- **Progress Update Last 30 days:**
 - **Contracting:** Prime Contracts executed.
 - Equipment bid package rebid publishing November 6, 2024 and closing December 4, 2024.
 - **Permitting:** General building permit is in final stages and approval expected any day.
 - **Site Mobilization:** Continues including setup of temporary facilities, utilities, equipment, access roads, fencing, signage, safety measures, and other essential items.
 - **Site Work:** Earthmoving is in full progress and special soil testing in progress.



- **Upcoming Activities:**
 - Install sanitary sewer, water main, fire protection main, and storm sewer 5' from building
 - Install rammed aggregate piers
 - Excavation for footings

MONTHLY REPORT

10A1: Phase I Operations and Maintenance Facility Report

- MEP deep underground rough-ins
- Install temporary rock – work surface / laydown
- FPS trench footings

Financial Management Update

- **Budget Status:** On-track; expended \$6,545,928 of approved \$34,789,700. See *Phase I Budget attachment in the packet for details.*

- **Change Orders:**
 - October 2024: None.
 - November 2024: Two (2) Pending.
 - Expecting one for \$23,000 due to increased scope for general building permit request from City of Des Moines Fire Code Review requiring additional rationale and calculations for smoke control system related to battery-powered vehicles.
 - Expecting one for an increased scope of earthwork for temporary storm runoff needed on site and additional earthwork for unknown subsurface conditions that were experienced. Will be using unit prices from bid to calculate change order amount. Expected to be a minor change order.

- **Funding Plan:** No change. See *Phase I Funding Plan attachment in the packet for details.*

Issues & Risk Management

- **Unearthed Scrap Metal and Appliances:** removed, potential change order will result.
- **Unearthed aggregate subsurface in west retention pond:** removed with no issues, this material can be reused on site.

Operations and Maintenance Facility Phase I Construction Budget (as of 11/01/2024)

Project Overview:

Project Name	Phase I Maintenance & Parts
Project Location	3500 Vandalia Road, Des Moines, IA 50319
Project Description	Building 76,848 sqft / Driveway & Parking 102,500 sqft
Occupancy Date	May 2026

		Budget	Expenditures to Date
Land Acquisition Costs:		\$3,918,362.00	\$3,871,685.00
Land Acquisition Costs		\$3,910,000.00	\$3,861,078.00
Land Assessment Costs		\$7,500.00	\$9,900.00
Permitting Fees		\$862.00	\$707.00
Architect & Engineering / Constuction Manger Costs:		\$5,665,653.61	\$2,628,514.39
Owner's Representation:	Sidekick Development LLC	\$380,000.00	\$154,000.00
Project Management Fees		\$380,000.00	\$154,000.00
Reimbursable Expenses			
Architect:	Substance, LLC	\$2,618,837.61	\$2,333,564.39
Architectural & Engineering Design Fees		\$2,618,837.61	\$2,332,814.01
Reimbursable Expenses			\$750.38
Construction Manager (as Agent):	DCI Group Inc	\$2,666,816.00	\$140,950.00
Construction Management Fixed Fee		\$810,000.00	\$0.00
General Conditions Costs		\$1,856,816.00	\$140,950.00
Construction Costs:	Prime Contractor	\$22,048,536.24	\$0.00
Tree Clearing	Wright Outdoor Solutions	\$4,896.49	
BP01 - Site demolition, Earthwork, Utilities & Landscaping	Elder Corporation	\$2,073,700.00	
BP02 - Concrete & paving	Absolute Group	\$2,669,844.75	
BP03 - Masonry	Forrest & Associate Inc	\$516,210.00	
BP04 - Steel and precast Total	PDM Precast Inc	\$3,563,092.00	
BP05 - General carpentry & finishes	Core Construction Services LLC	\$892,000.00	
BP06 - Roofing	T&K Roofing Company	\$940,000.00	
BP07 - Overhead & coiling doors	Adams Door Company	\$318,713.00	
BP09 - Exterior fencing	Des Moines Steet Fence Co Inc	\$224,900.00	
BP10 - Fire suppression	Elite Fire	\$296,880.00	
BP11 - Electrical	Kline Electric	\$3,411,300.00	
BP12 - Mechanical and plumbing	Baker Mechancial Inc	\$5,600,000.00	
BP13 - Equipment	TBD - Rebidding	\$1,537,000.00	
Allocated Contingency and Escalation:		\$1,718,838.63	\$0.00
Construction Contingency		\$1,218,838.63	
Design Contingency		\$500,000.00	
Project Soft Costs:		\$987,000.00	\$0.00
Furniture, Fixtures, and Equipment (FFE) OFOI		\$732,000.00	
Moving and Relocation Costs		\$20,000.00	
IT Infrastructure		\$200,000.00	
Training Costs/Commissioning		\$35,000.00	
Legal and Insurance:		\$60,000.00	\$45,558.90
Legal Fees		\$10,000.00	\$13,515.90
Insurance Premiums		\$50,000.00	\$32,043.00
Non-Allocated Contingency and Escalation:		\$400,341.52	\$170.25
Reserved fund for unexpected costs		\$400,341.52	\$170.25
Grand Total Construction Budget:			
Sum of all the above categories		\$34,798,732.00	\$6,545,928.54

Commission Approved Budget (September 5, 2023)

\$34,789,700.00

Phase I Funding Plan as of 11/01/2024

Grant Award Number/Description	Federal	Local	Current Spend (Federal + Local)	Grant Year	Status
IA-2023-036	\$ 17,275,000.00	\$ 4,318,750.00	\$ 2,995,459.00	2019	programmed
2021 (IA-2022-007) (5307)	\$ 1,889,200.00	\$ 472,300.00	\$ 1,143,391.00	2021	to be programmed
IA-2024-025	\$ 791,157.00	\$ 197,789.25	\$ 248,073.00	2021	programmed
IA-2024-028	\$ 5,110,580.00	\$ 1,265,605.00		Multiple	programmed
IA-2020-037	\$ 221,608.00	\$ 55,402.00	\$ 277,010.00	2020	programmed
IA-2020-034	\$ 274,892.80	\$ 68,723.20	\$ 343,616.00	2020	programmed
Local Match - Extra		\$ 2,288,492.75	\$ 112,040.00		
Pond Proceeds	\$ 560,200.00		\$ 560,200.00		
	<u>\$ 26,122,637.80</u>	<u>\$ 8,667,062.20</u>	<u>\$ 5,679,789.00</u>		
Budget Approved by Commission Sept 5, 2023		\$34,789,700.00			

Grant Award Number/Description	Federal	Local	Current Spend (Federal + Local)	Grant Year	Status
IA-2024-028	\$ 48,160.00	\$ 12,040.00		2023	programmed
2023 (IA-2024-001) (5307)	\$ 42,534.00	\$ 10,634.00		2023	apportioned, not programmed
	<u>\$ 90,694.00</u>	<u>\$ 22,674.00</u>			
Total Additional Available Funding Pending Commission Approval		\$113,368.00			
Grand Total Available Funding		\$34,903,068.00			

10B	Planning Team Report
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Staff Resources: *Tony Filippini, AICP – Planning & Development Manager*

Department Projects

- **November Service Change:** The department has prepared schedules for the November 2024 service change and the Transportation department has conducted an operator bid on October 28 and 30th. The new schedules will be effective on Sunday, November 24, 2024.
 - The service change will be notable for the discontinuation of the D-Line, with the final day of operation being Saturday, November 23. Other adjustments include Routes 4, 5, 15, 17, 52 and 74.
- **Community Ridership Evaluations:** In support of member community council presentations, the Planning team has reviewed the last year of ridership data community-by-community. Major origins and destinations were identified for all service groups, along with relevant ridership data for communities as they were available.
- **Title VI Program Update:** Planning staff has begun internal coordination to update the Title VI Program Update. This program is updated every three years to articulate DART policies which support the requirements in Title VI of the Civil Rights Act of 1964.

Regional Coordination

- **Des Moines Area MPO Travel Demand Model Update:** Planning staff have met monthly with the MPO travel demand modeling staff, consultants and Iowa DOT. This past month, DART provided ridership data for the base year for the purpose of calibrating the model.
- **Des Moines Area MPO Long-Range Transportation Plan:** Planning staff reviewed and provided comments on the Draft Chapter 3 of the plan, the Bicycle, Pedestrian, & Transit element.
- **Douglas Avenue Corridor Road Design (City of Des Moines):** Planning staff have reviewed and provided comments to the City of Des Moines on the design of the Douglas Avenue corridor project. DART has two routes that operate on this stretch of roadway: Route 16 – Douglas Avenue and Route 50 – Euclid/Douglas Crosstown. DART staff indicated locations of timepoints of stops with high boarding activity for the design team to consider various treatments.

Staff Resources: *Erin Hockman, Chief Strategy Officer*

- **Reimagine DART Workshop:** Significant staff time was spent preparing information for the Commission workshop on October 28. Staff worked with DART federal lobbyists, Cardinal Infrastructure; the Iowa DOT, Brick Gentry and PFM to provide information on federal funding and regulations, state funding and regulations, the 28E agreement and property tax valuations that impact their decisions related to their DART membership. DART staff also prepared updates on special service, the property tax formula and Reimagine DART budget scenarios.
- **Budget Scenarios for Reimagine DART:** Two budget scenarios were developed and presented to the DART Executive Committee in October and the DART Commission at its workshop October 28. The scenarios developed outlined total revenue and expense projections, including property tax requirements, to maintain current hours of service and revenue and expense projections if service is reduced by 20%.
- **1000 Friends of Iowa Transportation Academy:** DART hosted a transit class for a dozen citizens participating in a new Transportation Academy hosted and organized by 1000 Friends of Iowa. The class on Tuesday, October 30, from 6-8 p.m. included an overview of DART, a bus ride and a panel discussion featuring DART Commissioners Connie Boesen and Paula Dierenfeld, DART TRAC members Brandon Paulsen and Todd Kilzer, and Anawim Housing Director of Programs and Services Jeremy Orcutt.

Marketing – Carissa Meredith, Marketing Manager

- **On the Move Social and Digital Advertising Campaign:** In response to feedback from Commissioners and other elected officials that we need to educate more non-riders on the value of transit, staff have developed a non-rider campaign featuring how central Iowa residents use DART. The first phase of the campaign will include social media and digital display advertising and begins in late November and will run through February.
- **Caravan Ridership Campaign:** To increase ridership on existing Caravan vanpools, a new campaign will launch in early November. This campaign will employ targeted digital display advertising to encourage employees at participating organizations to join a vanpool. Additionally, a referral program will incentivize current vanpool riders to recruit and retain new riders with merchandise and perks.
- **Communications on DART Paratransit Addition:** Beginning Nov. 4, a transportation company called UZURV will help DART provide Paratransit trips in Central Iowa. The UZURV vehicles are regular passenger vehicles with a decal displaying DART's logo on the vehicle. In addition to UZURV, DART also partners with Yellow Cab to provide some Paratransit trips. These partnerships help ensure DART's Paratransit customers receive timely service and a quality experience when DART receives more requests for trips than can be provided by DART vehicles. The DART

MONTHLY REPORT
10C: External Affairs Team Report



team informed customers of this change through a mailer, website, social media, rider emails and a toolkit of plug-and-play content shared with human services agencies.

Marketing Analytics Report

Metric	April 2024	May 2024	June 2024	July 2024	August 2024	Sept. 2024	Sept. 2023	Year Prior
MyDART App Accounts	72,392	73,392	74,327	75,289	84,487	85,470	63,054	36%
Website Unique Visitors	20,901	23,309	20,591	24,981	46,573	19,686	20,496	-4%
Facebook Followers	6,427	6,435	6,458	6,549	6,574	6,582	6,313	4%
Twitter Followers	2,591	2,591	2,591	2,592	2,595	2,592	2,566	1%
Instagram Followers	1,818	1,828	1,837	1,851	1,861	1,873	1713	9%
LinkedIn Followers	1,164	1,174	1,178	1,195	1,211	1,220	1,027	19%
Email Subscribers	6,585	6,575	6,572	6,585	6,643	6,644	14,488	-54%
Trip Plans	42,619	55,978	53,548	56,306	75,279	66,253	61,834	7%
Real-time Map	31,243	35,635	38,016	37,166	52,690	45,656	44,354	3%
Next DART Bus	558,690	557,876	528,578	577,852	607,319	597,272	528,273	13%
SMS Text Messaging	62,796	71,008	65,266	67,337	76,504	77,522	61,193	27%

MyDART App Report

Metric	April 2024	May 2024	June 2024	July 2024	August 2024	Sept. 2024	TOTAL FY 2025
Downloads	1,374	1,010	1,399	1,302	6,978	1,554	9,834
iOS	547	482	425	395	3,442	592	4,429
Android	827	528	974	907	3,536	962	5,432
Accounts Created	873	1,000	935	962	9,198	983	11,143
Orders Placed	6,973	7,035	6,857	7,354	21,751	7,204	36,309
Passes Purchased	9,617	9,294	9,284	10,155	45,389	9,734	65,278
Revenue	\$38,167	\$34,846	\$35,895	\$38,504	\$71,152	\$37,566	147,222

Communications – Sarah Welch, Communications Manager

- **Public Relations Campaign:** The team is working to identify and share stories and news that highlight DART's work and impact in the community. This effort will include pitching more stories to media, as well as sharing stories and news in the Making Moves newsletter and on social media. A press release announcing that DART is offering free rides on Election Day has already garnered positive media attention and the team is working to connect media with a rider using Paratransit to get to the polls.
- **Public Input:** The team began gathering public input on service changes that will be made when Grimes withdraws in June 2025. DART used several platforms to notify riders who use Paratransit, On Call and Route 93 to travel into or out of Grimes about the proposed changes and how they can provide feedback. Staff will hold a virtual public meeting on November 14

MONTHLY REPORT
10C: External Affairs Team Report



for attendees to share input and ask questions. Findings will be presented to the DART Commission before the Commission votes to approve the withdrawal in December.

- **DART Blog:** The Communications team has continued to capture stories of riders to feature on the blog, including how [Jon West](#) uses DART to get to his job as a stock manager at Price Chopper in Des Moines. The team also published blogs explaining how [microtransit](#) works and highlighting how other [communities in the Midwest](#) are investing in public transit.

DART in the News

[Central Iowans can get a free ride to the polls on Election Day](#)
KCCI, 10/24/24

[Des Moines Area Regional Transit Authority brings on UZURV to operate some paratransit services](#)
Mass Transit, 10/16/24

[DART commission votes to hire consultant for Reimagine DART system redesign](#)
Business Record, 10/09/24

Caravan – Victoria Henderson Weber, Caravan Supervisor

- **Caravan Recovery & Data:** The External Affairs team is actively engaged in revitalizing DART's vanpool program. Our comprehensive recovery strategy includes the implementation of an enhanced technology platform, the refinement of our fare policy, a rebranding initiative, and increased outreach efforts to attract both new participants and vanpool partners.

FY	Vanpools	Ave. Pass Per Van	Pass Miles
FY19	88	7.24	8,467,267
FY20	49	4.29	6,197,708
FY21	48	4.96	3,074,463
FY22	32	6.53	3,318,638
FY23	27	5.86	3,347,794
FY24	22	8.41	2,688,773
July 20234	22	9.18	188,288
August 2024	23	8.43	204,820
September 2024	23	7.78	204,041
FY25 EOY Target	46	7.69	7,383,192

Our target is to ensure each vanpool has a minimum of seven passengers. Staff reports that during FY 24, the program averaged 8.41 passengers per vanpool, surpassing our target for this key performance indicator and demonstrating enhanced program efficiency.

Staff is committed to expanding the number of operational vanpools, with a goal of reaching 46 vanpools in service by the end of FY25. Based on ongoing conversations with several large employers, staff are on track to achieve this key metric.

- **Van Donation:** This year DART will be awarding two full-sized vans that meet disposal and donation requirements. Per the updated policy, recipients must be a 501(c)3 public charity or government agency located in DART's service area that is able to demonstrate the need to provide transportation to their clients/members and pay for the federal interest DART owes for

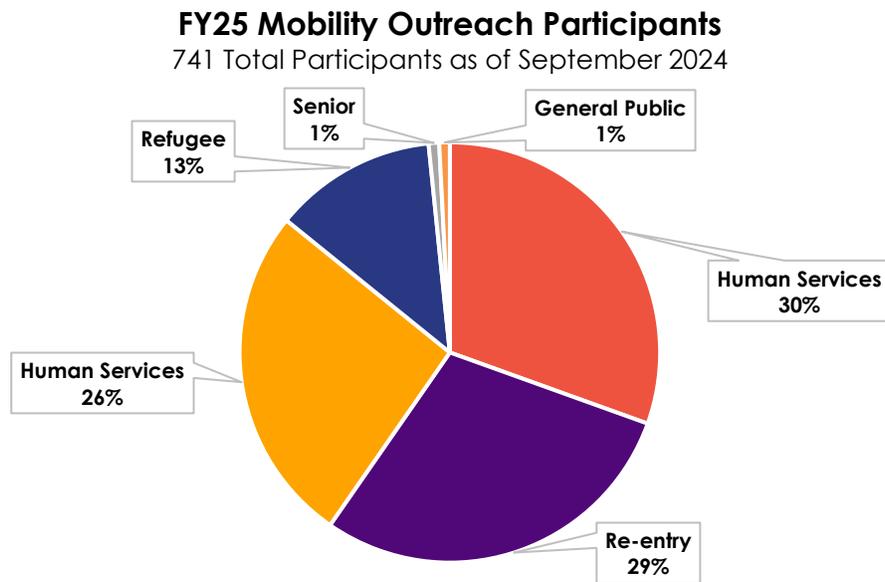
MONTHLY REPORT
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the van. More information and program applications are available here:
<https://www.ridedart.com/news-archive/local-nonprofits-invited-apply-van-donation>

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

- **Reimagine DART Fundraising:** DART was pleased to be awarded a \$25,000 grant from the Delta Dental Foundation in support of Reimagine DART. Funds raised to date total \$390,000. Asks are pending or in progress with Polk County, EMC Foundation, and Mid-Iowa Health Foundation.
- **Unlimited Access:** As of September 30, FY2025 ridership by Unlimited Access partners is trending nearly 10% higher year-over-year, led by DMACC, Anawim Housing, Newbury Living, Drake University, Conlin Properties, and Principal. On average, ridership by all Unlimited Access partners accounts for more than 31,000 monthly passenger trips for DART.
- **Mobility Coordination –** YTD mobility outreach training and participation through September 2024 is shown in the chart below. Highlights include participation by DART at a Future Ready Iowa event for students at North High School as well as a presentation to a group of seniors at Crestview Terrace in West Des Moines. Ride to Thrive enrollment has topped 1,500, with most participants enrolling via food assistance verification.



10D: Finance/Procurement/IT Team Report
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Staff Resources: Dan Washburn, Amber Dakan, Mike Gulick, and Kyle Foster

Finance Department – Amber Dakan, Finance Director

- **HRIS System Implementation:** DART's new UKG/Kronos payroll module went live with the first payroll check occurring in this system on 07/12/24. The focus has transitioned to getting multiple integrations live between UKG and third party providers.
- **FY2024 National Transit Database (NTD) reporting:** The team continues to work on the completion of the NTD annual reporting submission as well as the auditors Agreed Upon Procedure (AUP) review of the financial and statistical information related to FY24. This review is required as part of the submission of data to the NTD database which is how our Federal Formula grant dollars are apportioned.
- **Transit Finance Learning Exchange (TFLEX) Workshop:** DART is a member of the TFLEX professional group, and staff attended their Fall workshop in Dallas, TX, which focused on the analysis of large events on transit in addition to knowledge exchange from other transit properties.
- **Federal Fiscal Year End:** The federal fiscal year ended on 9/30 and as such our department is working to complete multiple year end grant reports by the end of October.

Procurement Department – Mike Gulick, Procurement Manager

- **Heavy Duty Bus Procurement:** Working through final quote and pre-award Buy America Certifications to formally place order for four 30-foot and ten 40-foot heavy duty buses approved by the Commission on May 7, 2024. Estimated delivery is May/June 2025.
- **Light Duty Bus Procurement:** Working through final quote and pre-award Buy America Certification to formally place order for five light duty buses approved by the Commission on May 7, 2024. Estimated delivery is late 2024/early 2025.
- **Locked in FY26 Diesel #2 Fuel:** Successfully locked in our fuel price for FY26 at \$2.3501 per gallon for 710,000 gallons for #2 Diesel. This is a significant improvement over the FY25 rate of \$2.5194 per gallon. By locking in at \$2.3501, we will recognize savings of \$120,203 in fuel costs compared to FY25 for the 710,000 gallons.
- **Reimagine DART Procurement:** DART sought to engage a Proposer to develop a reimagined transit service network for Greater Des Moines that charts a fresh course forward unconstrained by DART's existing service delivery model.
 - Finalizing Contract provisions and sending out for signatures
- **Uniforms Procurement:** DART requires uniforms for operators, maintenance, and facilities staff. DART current contract is at its end-of-life. DART sought a new contract through competitive proposals.
 - The Evaluation Committee awarded Contract to Unifirst Corporation with a not-to-exceed amount of \$100,000 without prior Commission approval for up to three (3) years with up to two (2) one-year renewals.

MONTHLY REPORT

10D: Finance/Procurement/IT Team Report

- Finalizing Contract provisions and sending out for signatures
- **Occupational Health & Worker Compensation Services Procurement:** DART requires drug and alcohol testing, occupational health medical services, and Worker Compensation Medical Services. DART current contracts are approaching their end-of-life. DART is seeking new contracts through competitive proposals.
 - Publicly Post RFP September 16, 2024
 - Proposals Due October 9, 2024 – Extended Deadline to October 29, 2024
 - Targeting December Commission Consent Action Item

IT Department – Kyle Foster, IT Director

- **Technology Roadmap:** Underutilization of existing software and solutions as well as aging infrastructure equipment were two key points identified in a technology audit.
 - Systemwide upgrades of software, along with consolidation of duplicate solutions are a key focus for FY24 & FY25.
 - All major software components have been upgraded except for Trapeze OPS. This upgrade got postponed from September 21st to November 16th, 2024, due to a last-minute bug found in their software.
 - Network storage and server hardware have been replaced.
 - Our internal network layout is currently being re-designed to simplify and plan for the new Operations and Maintenance building. Multiple vendors are being engaged to get proposals and budgetary quotes. We've received two, we're waiting on a third before we decide on a path forward. This will complete the hardware refresh of all major DART systems.
- **Disaster Recovery/Incident Response:** DART IT staff has completed a full update/re-write of our DR and Incident Response Plan. Cyber Security threats, loss of power, loss of facility, and individual system failures are all being taken into consideration to meet all critical system recovery time objectives. IT will be presenting this back to the leadership team in November and then roll this out so each department can create their own plans on what to do during an outage while IT works to restore systems. The next steps are to build out an annual tabletop testing exercise.
- **Document Management:** DART has utilized many different solutions to store documents over time, which has caused inefficiencies and challenges in finding historical documents. It was identified as a priority to establish a single solution for all document management needs. We have defined the single solution to use for document management going forward to be our hosted SharePoint environment.
 - We have a FY25 goal set to interview all departments and build the framework for all their document management needs
 - A main landing page has been created
 - Departmental meetings have begun along with some initial libraries built for immediate needs.

MONTHLY REPORT

10D: Finance/Procurement/IT Team Report

- **Passenger Information Displays (PIDS):** As mentioned in earlier reports, DART has selected GMV Syncromatics as our vendor to replace the platform signs at DCS. Installation was completed during the week of October 7th.
- **FrontRunner install:** Dart decided to do our own buildout and technology installation for the 5 new light duty FrontRunners. This is saving money by avoiding vendor costs, as well as helping us to tweak our installation process for better efficiency and overall cost reduction on parts. This buildout will be completed by October 15th so that these buses can go into service.

10E: Human Resources/Training/Safety Team/Customer Service Report

Staff Resources: Kelley Burgess – Chief People Officer

Employee Engagement

- **Customer Service Week** – The first week of October we recognized our Customer Service Professionals and highlighting customer service skills through activities and team conversations.



Customer Service Team:

Front row:

Latia Landers,
Logan Rose,
Ashley Shivers

Back row:

Lance Hatfield,
Richard Fierro,
Elijah Dantzler,
Theresa Gayden

- **United Way Campaign** – Our United Way committee delivered a fun raffle drawing and Chili cook-off and Dessert contest. A total of \$21,367 was raised from employee contributions!
- **Employee Awards Dinner** – Our annual awards presentation was recently held, with employees from all departments recognized for outstanding Safety, Customer Service and Values demonstration during the fiscal 2024 year. New this year, we recognized employees receiving customer commendations and employees receiving peer recognition based on values demonstration. More pictures to be included next month.
- **Employee of the Month Recognition** – DART Fixed Route Operator John Benton was recognized with the DART Employee of the Month Award for September 2024 for demonstrating DART core values. John was nominated by a peer for demonstrating the DART value of adaptability in being responsive to customer and community needs. Great work, John!!

“John Benton was driving the route 17 when he saw a message come across from dispatch asking for assistance in transporting 25-30 kids from a broken-down school bus to a temporary location while they waited for a new school bus that was coming from out of town. John recognized that the both the broken-down school bus as well as the temporary waiting location were both along/near his route and volunteered to assist. He was able to both



MONTHLY REPORT

10E: Human Resources/Training/Safety/Customer Service Team Report

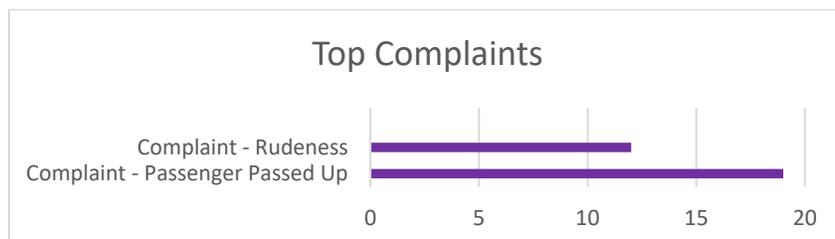
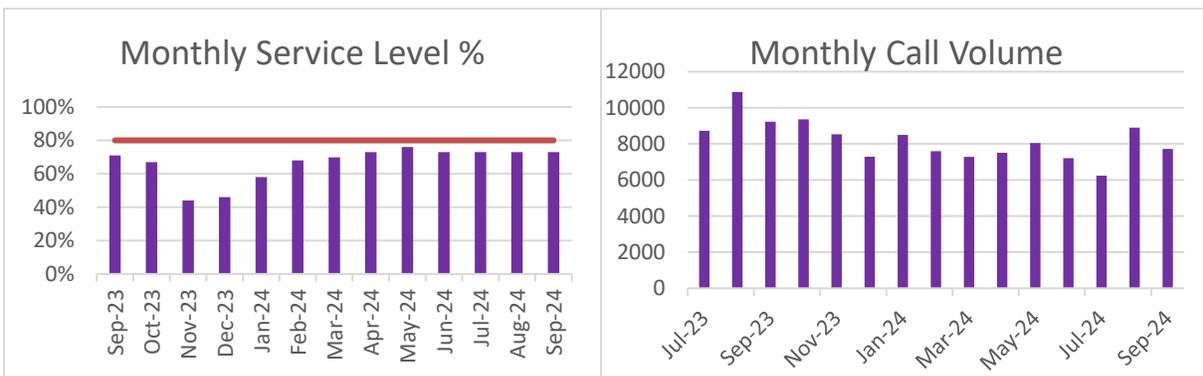
- **Fixed Route Training Graduates:** Three new operators completed all training requirements and graduated to Part-Time Fixed Route Operator.
- **Mobility Services Training Graduates:** One new operator completed all training requirements and graduated to Part-Time Mobility Services Operator.
- **Safety and Customer Service Training:** Monthly safety meetings were held for all operators. A focus of this month was preparing for winter weather events. Topics covered including safe operating in snow and ice and providing exceptional customer experience during inclement weather events.

Safety – Pat Daly, Safety Manager

- **Emergency Preparedness:** Attended the quarter Local Emergency Planning Committee at the Polk County Emergency Management Agency.
- **Winter Operations:** Reviewed DART's Severe Winter Weather Operation SOP with Transportation, Maintenance, Facilities, Customer Service, and Marketing staffs. The SOPs were updated based on suggestions and lessons learned from last year's experiences.
- **Operator Assault Prevention:** Began work to address the FTA's General Directive 24-1 - Required Actions Regarding Assaults on Transit Workers.

Customer Experience – Alyson Reimers, Customer Service Supervisor:

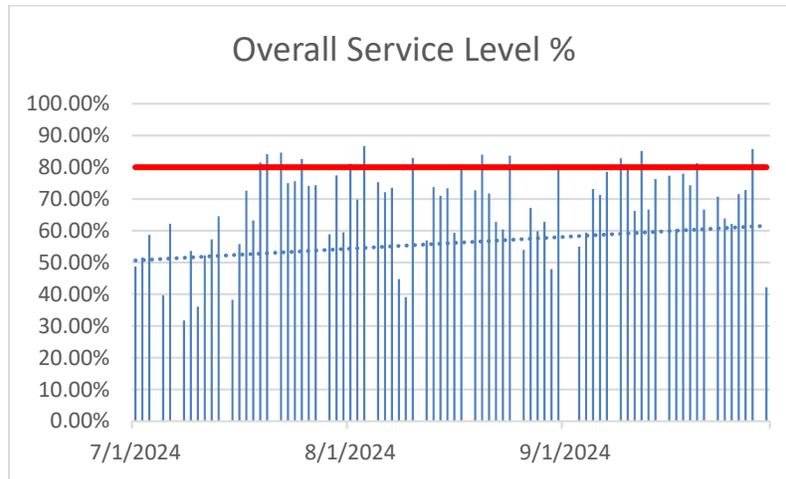
- **Service Levels –** Our service level has remained consistent. We are down one month of being fully staffed and adjusting positively.
- **Call Trends –** We have continued to see normal call trends: schedule questions, Paratransit questions/reservations, etc. We are unfortunately seeing an increase in passenger passed up this month.



MONTHLY REPORT

10E: Human Resources/Training/Safety/Customer Service Team Report

Service Level: The percentage of calls answered within 60 seconds.





10F:	Chief Executive Officer
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Staff Resource: *Amanda Wanke, Chief Executive Officer*

- **DART Workshop:** Thank you to all member community representatives who participated in the DART workshop that occurred on October 28. It was extremely helpful to have all member communities present and look forward to future conversations as we continue to embark on the Reimagine DART initiative.
- **DART Executive Committee:** The DART Executive Committee met on Wednesday, October 23, 2024. The discussion items presented during the meeting included:
 - Member Community Conversations
 - Reimagine DART
 - CEO Goal Review
- **Member City Council Presentations:** This month I have had the opportunity to present at several member city councils. With all that is happening at DART, including the launch of Reimagine DART, it has been important to present to the councils to help educate, update and answer any questions each council may have about the DART service in their community. I plan to finish these presentations through early 2025 and continue to meet with each member council approximately every 6 months through the Reimagine DART process.
- **Des Moines Metropolitan Organization/Department of Transportation Meeting:** I had the opportunity to meet with the DOT Director Marler and his team at a recent MPO meeting in Ames. While the majority of the time was focused on MPO items, it was an opportunity to build relationships. Some the discussion does impact the future of public transit, including conversations on economic development and autonomous vehicles.
- **Customer Communications to the Board:** As part of my report, I include any customer communications that are specifically addressed to the Board or that I feel should be shared more broadly. This month there are two of those which are included in the commission packet:
 - **Pleasant Hill Resident Letter:** An email correspondence that we received from a concerned Pleasant Hill resident after they had contacted the city's Mayor. DART staff followed up approximately with the customer on Monday, October 28. Chair Russ Trimble also received an email from the mayor with concerns about the customer and Pleasant Hill's paratransit service once they withdraw from DART. Unfortunately, DART Commission has historically not provided Paratransit trips to communities after they withdraw. We will be looking at options through Reimagine DART, and work with the city of Pleasant Hill on possible solutions if that is an option.
 - **Thank You Letter** – I wanted to share this letter, especially as we work through difficult and challenging times at DART. It is uplifting to hear from our riders, such as those like Janet Jones, on the good things we are doing in the community to enrich lives, connect communities and expand opportunities.

Dear BOC,

I am sending you a copy of an email I sent to the Mayor of Pleasant Hill. I hope you will consider the importance of your service in our area. In my building 4 of us use your services. I use paratransit at least 4 times a week, sometimes every day. I do not want to move. I love where I live. All I am asking is that you think of a way to work this out I do not want to uproot my life.

Thank you



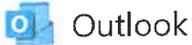
Tywana Butts

6120 N E 12th Avenue #303

Pleasant Hill, IA 50327

515-346-9401

OCT 15 2024



Re: DART

From Sara Kurovski <skurovski@pleasanthilliowa.org>

Date Fri 10/4/2024 9:06 AM

To Tywana Butts <tbutts@commongoodiowa.org>

Good Morning Tywana

Thank you for sending me this email. I want to share with you what is happening on this topic. In our conversations with DART we told them that paratransit is important and want to continue to have that for citizens and we would make DART whole (because they loose money on it). We were told that it would be up to the DART commission to decide, so I strongly encourage you reach out to them.

With giving our notice to DART this has a two year exit process. There will not be a change in service for two years. During this time we will continue to request from DART that we want to maintain and want to pay/support paratransit services. If they will not provide it, we will be simultaneously researching other options to provide for members in the community.

I hope that this information is helpful to you. Thank you again for reaching out providing input. We greatly appreciate it and want you to know what we are asking for of DART.

In Service,
Mayor Sara Kurovski
Pleasant Hill, Iowa
Sent from my iPad

On Oct 4, 2024, at 8:31 AM, Tywana Butts <tbutts@commongoodiowa.org> wrote:

PARATRANSIT  Download  Save to OneDrive

 Hide email  

PARATRANSIT

PARATF

TB Tywana Butts ...
To: SKUROVSKI@PLEASANRHILLIOWA.ORG Fri 9/27/2024 9:44 AM

MO

GOOD MORNING,
I MOVED TO PLEASANT HILL 2 YEARS AGO, I REALLY LIKE WHERE I LIVE. BUT I HAVE BEEN USING DART PARATRANSIT SINCE 2001 EVEN THOUGH I HAVE TO USE THEIR SERVICE IT GIVES ME INDEPENDENCE. IF YOU STOP THIS SERVICE, I WILL HAVE TO QUIT MY JOB WHICH THEY TAKE ME 2 DAYS A WEEK AND EVERY WED. I GO TO MY DAUGHTERS. I UNDERSTAND WHAT YOU WANT TO DO WITH THE MONEY BUT IS IT FAIR THAT YOU WANT PEOPLE TO LIVE IN YOUR COMMUNITY BUT TAKE AWAY PUBLIC TRANSPERTATION. IN THESE TIMES NOT EVERYONE CAN AFFORD A CAR AND PEOPLE LIKE ME WHO ARE DISABLED AND CAN'T DRIVE HAVE TO DEPEND ON SOME KIND OF TRANSPERTATION. SOMETIMES THEY WOULD SEND A CAB TO PICK ME UP FROM P.H. TO URBANDALE \$54.00 ONE WAY I CAN'T AFFORD THAT, I FEEL THAT IT WAS UNFAIR OF YOU ALL TO MAKE SUCH A BIG DESION WITHOUT IN PUT FROM US WHO DEPEND ON THIS SERVICE.

 This

TYWANA BUTTS
6120 NE 12TH AVE
APT. 303
PLEASANT HILL, IA 50327
515-346-9401

 Reply  Forward

October 4, 2024

To DART - Amanda Wanke - CEO

Dear Amanda,

I am writing this letter to you to express my sincere appreciation for the service that DART provides to the public.

I have been a rider for several years. (I am 74 yrs old) and have traveled many routes. My main route is #14 operated by excellent, wo-men drivers; Saul, Aaron, Neil and D.J. just to name a few.

I also want to commend all of them for their dealing with numerous delays re: weather detours from many road constructions, unruly passengers + especially assisting the many disabled passengers in boarding the buses. This can take excruciating patience and time.

(These drivers) often do not get a break between stops, yet most are kind and courteous in upholding

standards of professionalism
by remaining cool, calm and
collected.

They are our life-line to
the many destinations we
traverse to each day.
They do not get the recognition
they truly deserve.

I would like to express that
now with a true Thank you!

Sincerely,
Janet Jones

Amanda

P.S.

Just before writing this letter I experienced another instance on Saturday Sept. 28, 2024. on route #5

It was delayed over an hour because of a breakdown so that I missed my home connection route 14.

Then route 14 was delayed because of a flat tire. The DART security let the few of us know of the delay and the driver apologized earnestly.

"note"

I had with me 2 lbs of butter I had purchased to make cookies and was glad it didn't melt in the warm weather and both delays. Both my butter and I made it home intact!

Is it possible to request a Courtesy bus pass for the inconvenience?
Again Janet Jones

October 2024

To All Bus Drivers

The heart
remembers
kind deeds
and thoughtfulness.

My heart
remembers
special people
like all of you.

Thank You So Much



Ms. Janet Jones

You Are There
Every day
Every way
Every Route
Without Doubt



10G:	Performance Report – September 2024
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Staff Resource: *Nate Bleadorn, Business Intelligence Manager*

Summary of September 2024 Monthly Performance:

- Total September ridership was up 6.21% compared to last September, and up 4.22% YTD.
 - Fixed Route ridership was up 6.73% compared to September of last year
 - Overall mobility services ridership, including Paratransit and DART On Demand, was down 3.24% compared to last September.
 - Paratransit ridership was 3.4% lower compared to prior year.
 - DART On Demand ridership was down 2.24% compared to prior year.
 - Caravan ridership for September was down 4% from September of 2023, and down 6% YTD.
- Preventable accidents were 1.04 per 100,000 miles in September. Our monthly non-preventable accidents were 1.82 per 100,000 miles.
- On-Time Performance (OTP) was 68.95% in September. On-Time Performance has been negatively impacted by construction throughout the warm weather months, as well as increased traffic and ridership on some routes. DART is making schedule changes to several routes in the November service change to try and improve reliability and DART bus operators are being coached on best practices to manage their time to minimize delays.
- Road calls per 100,000 miles, when buses need service while in operation, were 9.80 for fixed route in September. This doesn't meet our goal of 7 and reflects DART's aging fleet.

Note: The Route Details page was not included in this month's Performance Report (10G1) due to a technical issue in TransTrack DART staff are working with TransTrack to resolve.

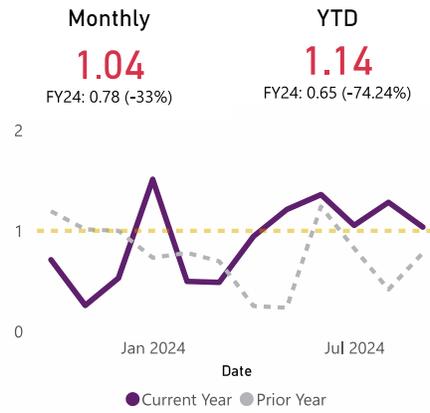
dart Performance Summary - September 2024

10/1/2023 9/30/2024

Ridership



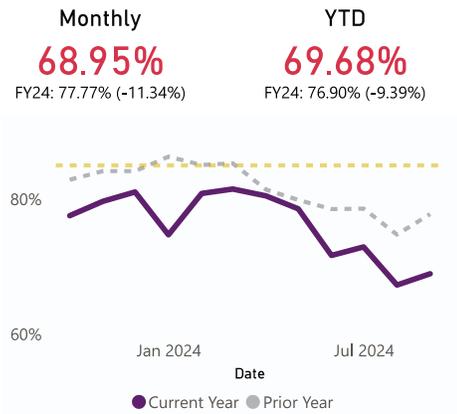
Preventable Accidents/100k Miles



Non-Preventable Accidents/100k



On-Time Performance



Farebox Recovery Ratio



FR Passengers / Revenue Hour



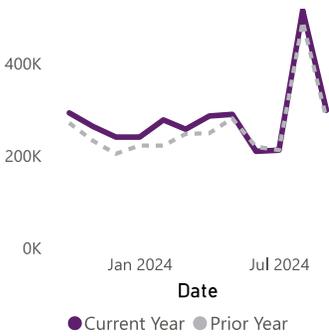


Fixed Route Performance

10/1/2023 9/30/2024

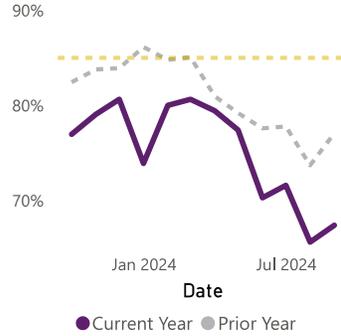
Ridership

Monthly **298,396** YTD **1,025,819**
 FY24: 279,589 (+6.73%) FY24: 982,796 (+4.38%)



On-Time Performance

Monthly **67.40%** YTD **68.18%**
 FY24: 77.07% (-12.54%) FY24: 76.04% (-10.34%)

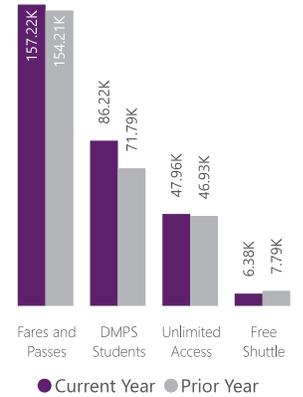


Operating Cost/Rev. Hour

Monthly **\$152.68** YTD **\$147.75**
 FY24: \$143.84 (-6.15%) FY24: \$143.10 (-3.25%)

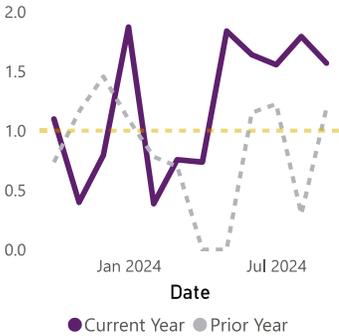


Monthly Ridership by Fare Group



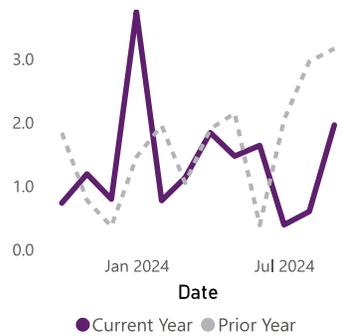
Preventable Acc./100k

Monthly **1.57** YTD **1.65**
 FY24: 1.19 (-32.13%) FY24: 0.84 (-97.28%)



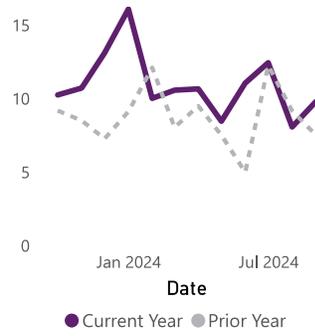
Non-Preventable Acc./100k

Monthly **1.96** YTD **0.94**
 FY24: 3.16 (+38.07%) FY24: 2.75 (+65.69%)



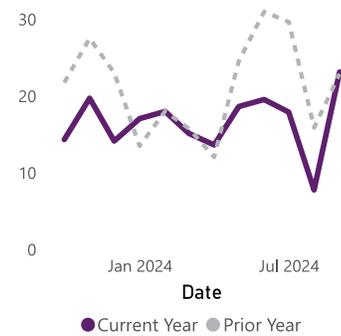
Road Calls/100k Miles

Monthly **9.80** YTD **9.91**
 FY24: 7.52 (-30.39%) FY24: 9.57 (-3.57%)



Complaints/100k Passengers

Monthly **23.12** YTD **14.33**
 FY24: 22.89 (-1.02%) FY24: 20.86 (+31.3%)





Paratransit Performance

10/1/2023 9/30/2024

Ridership

Monthly

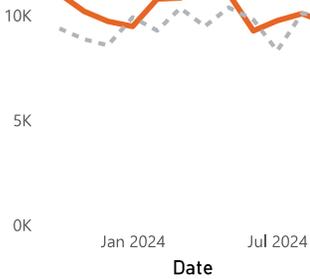
9,661

FY24: 9,984 (-3.24%)

YTD

29,488

FY24: 28,375 (+3.92%)



● Current Year ● Prior Year

On-Time Performance

Monthly

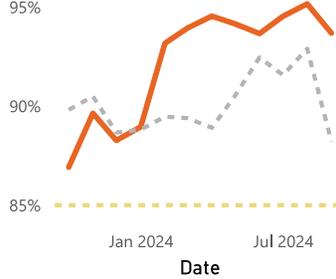
93.69%

FY24: 88.21% (+6.21%)

YTD

94.48%

FY24: 90.86% (+3.99%)



● Current Year ● Prior Year

Operating Cost/Passenger

Monthly

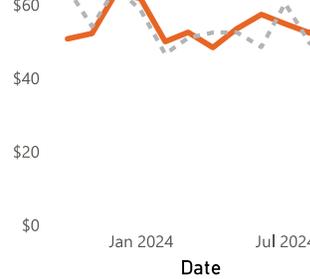
\$56.22

FY24: \$47.75 (-17.73%)

YTD

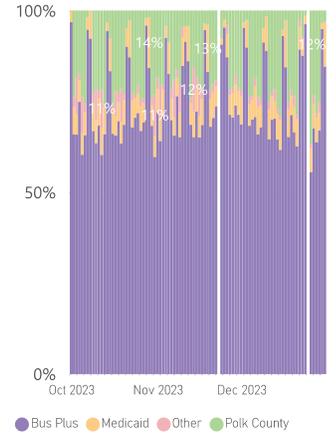
\$54.41

FY24: \$52.06 (-4.52%)



● Current Year ● Prior Year

Paratransit Customer Type Breakdown



Preventable Acc./100k

Monthly

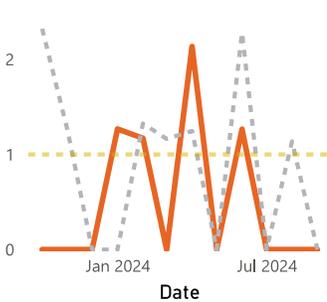
0.00

FY24: 0.00

YTD

0.00

FY24: 0.40 (+100%)



● Current Year ● Prior Year

Non-Preventable Acc./100k

Monthly

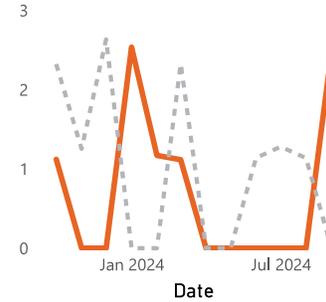
2.47

FY24: 0.00

YTD

0.81

FY24: 0.80 (-0.34%)



● Current Year ● Prior Year

RideShare - Ridership

Monthly

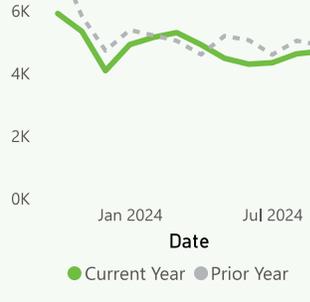
4,704

FY24: 4,900 (-4%)

YTD

13,666

FY24: 14,539 (-6%)



● Current Year ● Prior Year

RideShare - Op. Cost/Passenger*

Monthly

\$10.88

FY24: \$12.20 (+10.87%)

YTD

\$14.18

FY24: \$12.35 (-14.85%)



● Current Year ● Prior Year



DART On Demand Performance

Request Zone

All

Booking Type

All

10/1/2023

9/30/2024

Completed Trips



Avg. Wait Time (On Demand)



Mobile Booking Rate



Unique Active Riders



New Accounts Created



First Time Riders



FUTURE DART COMMISSION ITEMS



Future Agenda Items:

December 3, 2024 – 12:00 P.M.	
Consent/Action Items	Information Items
<ul style="list-style-type: none"> • Grimes Withdrawal Approval • Weighted Vote Approval • Transit Riders Advisory Committee Member Approval • 2025 Legislative Priorities • FY 2026 Transportation Alternatives Program (TAP) Grant • Van Donation • Privacy Policy • PTASP Approval 	<ul style="list-style-type: none"> • Transit Advisory Committee Update • FY 2026 DART Budget Update • February Service Change • Commission Nominating Committee Update • Bus Procurement
January 21 or 28, 2025 – 12:00 P.M. (Annual Meeting)	
Consent/Action Items	Information Items
<ul style="list-style-type: none"> • Audited FY24 Financials • MPO/CIRTA Representation • February Service Change • Public Transportation Agency Safety Plan Approval • Officer Election/Executive Committee Slate • Bus Procurement 	<ul style="list-style-type: none"> • Transit Advisory Committee Update • FY 2026 DART Budget Update • Signature Policy Update
March 4, 2024 – 12:00 P.M.	
Consent/Action Items	Information Items
<ul style="list-style-type: none"> • FY 2026 Budget Hearing Date • FTA FY 2024 Buses and Bus Facilities Grants Program Application • Signature Policy Approval 	<ul style="list-style-type: none"> • Transit Riders Advisory Committee Update • June 2025 Service Change • Quarterly Investment Report • Quarterly Financial Update • Quarterly Safety Report

Upcoming DART Meetings:

MEETING	DATE	TIME	LOCATION
DART Executive Committee Meeting	Wednesday, November 20, 2024	TBD	Zoom

CLOSED SESSION



14: Closed Session

Action: The DAT Commission meeting be recessed and reconvened in closed session pursuant to Section 21.5, Subsection (1), paragraph (i) of the Iowa Code.

Staff Resource: *Kelley Burgess, Chief People Officer*
Amanda Wanke, Chief Executive Officer

Background:

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

Procedures for Closed Session at Commission Meetings:

1. The Commission Chair asks for a motion to recess the meeting and reconvene in closed session.
2. Motion is made with following language:
"I move that the DART Commission of the Des Moines Area Regional Transit Authority go into closed session pursuant to section 21.5, subsection 1, paragraph (i) of the Iowa Code 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 in open session.
5. All visitors leave the room.
6. Detailed minutes and an audio recording of the closed session must be recorded and be kept by the Commission clerk for a period of at least one year from the date of the closed session, except as otherwise required by law.
7. No action may be taken in a closed session.
8. The Chair will adjourn the closed session when discussion is over, and the meeting will reconvene in open session.
9. The Chair will state for the record that no action was taken during the closed session.
10. Action may be taken in open session on any discussion made in the closed session.

Closed Session:

The DART Commission will hold a closed session pursuant to the above.

Upon Reconvening in Open Session:

The Committee will move forward with any decisions that were made during the closed session for formal action in an open session.

ACTION ITEM



15: **CEO Goals**

Action: **Approve the CEO's FY 2025 Goals**

Staff Resource: **Amanda Wanke, Chief Executive Officer**

- Approve the FY2025 CEO goals as presented.