

**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES**

**1100 DART Way – Des Moines, IA 50309
May 22, 2012**

ROLL CALL

Commissioners Present: Skip Conkling, Angela Connolly, Christine Hensley, Gaye Johnson, Bob Mahaffey (5:10pm), Steve Van Oort

Commissioner Absent: Ted Boesen, Steve Brody, Tom Gayman

Alternates Present: Matt Anderson, Ben Champ, Steve Peterson

Staff Present: Elizabeth Presutti, General Manager; Jamie Schug, Chief Financial Officer; Kirstin Baer-Harding, Advertising Manager; Mike Kaiser, Service Management Manager; Gunnar Olson, Public Information Officer; Tom Reynolds, Chief Operating Officer; Paula Covington, RideShare; Greg Schmitt, Training Manager; Chet Bor, Paratransit Director; Claire Celsi, Marketing & Community Partnerships Director; Deb Meyer, Capital Grants Manager; Jim Tishim, Planning Director; Randy McKern, Transportation Manager; Cheryl Wolfe, Operator & ATU; Paula Dierenfeld, Alternate DART Commissioner; Nolden Gentry, Attorney, Brick Gentry, P.C.

Others Present: Mark Trost, TDS, LLC; Alexander Grgurich, DART TRAC; Linda Reynolds, Bus Rider; Tim (No last name) Bus Rider; John Halsband, Bus Rider; Minda Wyant, Bus Rider; Serena Intzeler, Bus Rider; Judy Vandermark, Bus Rider; Kathy Green, Bus Rider; Cecil Calvert, Bus Rider

CALL TO ORDER

The meeting was called to order by Angela Connolly at 5:02 p.m. Roll call was taken and a quorum was present.

Notice of the meeting was duly published.

APPROVAL OF MINUTES

Ms. Connolly called for corrections to the April 24, 2012 meeting minutes.

It was moved by Mr. Peterson and seconded by Ms. Hensley that the minutes be approved. The motion carried unanimously.

PUBLIC COMMENT

Ms. Linda Reynolds who lives at 7906 Southwest 9th Street in Des Moines addressed the commission regarding service to the South side of Des Moines. Ms. Reynolds provided a copy of her notes and her plan for continued service for the #7 and #8 along with letters of support for each route.

It was moved by Ms. Hensley and seconded by Mr. Conkling that Ms. Reynolds information be accepted for the record.

Ms. Mary Little, 2nd shift supervisor of the Ft. Des Moines Correctional Facility spoke on behalf of the offenders who rely on bus service to and from the facility.

Ms. Cathy Green spoke in favor of keeping the #7 route.

Mr. Cecil Calbert provided suggestions on South side bus routing.

Ms. Cerinder Ucer, a member of Passageway spoke in favor of keeping service along South Union.

Mr. Mark Bierman of Ft. Des Moines Correctional Facility spoke in favor of keeping the #7 route.

Ms. Connolly addressed the public regarding the number of public meetings that have been held over the last 13 months to gain input. She went on to say that we have had 24 meetings where over 500 people were in attendance. Some changes, based on public input have been implemented in the lower Beaver area and to the airport to provide better service.

Ms. Hensley also addressed the public regarding the service changes. She went on to suggest that a meeting be set up to help look at further options (i.e. non-profit, paratransit, Bus Plus). Jim Tishim and his staff will schedule a meeting for the end of June to explore other options. Those attendees who wish to attend the meeting were asked to sign up and leave contact information.

TRANSIT RIDERS ADVISORY COMMITTEE UPDATE

Alexander Grgurich, TRAC Chair gave the committee an update from TRAC's most recent meeting. He went on to say that they had two visitors for the first time who are new to the area, and they applauded us on our bus service compared to other cities they have lived in.

- Talked about the new schedules and their design
- Greg Schmitt gave a presentation to TRAC on the new AVL System
- Discussed the service changes for 2012

CONSENT ITEMS

7-A - April 2012 Financial Reports

It was moved by Ms. Hensley and seconded by Ms. Johnson that the consent item be approved. The motion carried unanimously.

ACTION ITEMS

Action Item 8A – Des Moines Public Schools Contract

Ms. Connolly gave a brief update on the Des Moines Public Schools Contract. The contract is for approximately \$20,000 more than previous due to rising wages and cost of fuel.

It was moved by Mr. Conkling and seconded by Ms. Johnson that the Commission approve the Des Moines Public Schools Contract with Des Moines Area Regional Transit Authority (DART). The motion carried unanimously.

DISCUSSION ITEMS

9A – DART Central Station Update

Mr. Trost gave an update on the progress of DART Central Station:

- No safety issues
- A solar product has been established. Waiting on confirmation from the engineer, should be confirmed in the next couple of weeks
- Big canopy is up, and the only canopies remaining to go up are along the building and on the South side
- Wall has been started around the back building
- Main building is fully enclosed
- Starting work on the inside of the building

Ms. Presutti gave an update on the sprinkler system related to code. A meeting will be scheduled with the city. Ms. Hensley and Mr. Mahaffey have asked to be present at the meeting.

9B – AVL Project Update

Tom Reynolds, Chief Operating Officer gave a presentation to the commission on the status and functionality of the AVL project. The project is going very smoothly at this time.

9C – April 2012 Performance Reports

Elizabeth Presutti, General Manager informed the commission that we are still doing well on ridership this year. We are up about 11% over last year.

MONTHLY REPORTS

Operations Report

Tom Reynolds, Chief Operating Officer highlighted that one of our operators went to the International Bus Rodeo Conference in Long Beach. The operator placed 9th in the nation. Tom also reminded the commission that the DART Rodeo is scheduled for Saturday, June 2nd on SW 11th Street and MLK.

Marketing Report

Claire Celsi, Marketing and Community Partnerships Director gave an update to the commission:

- Customer Service Satisfaction Survey is currently going on. A crew of surveyors are currently on the Fixed Route buses handing out surveys. Paratransit surveys are being done via mail,

and Rideshare riders were e-mailed the survey. Survey should be complete in June and expect to report results to the commission in June or July.

- A series of Public Open Houses are currently scheduled along with 9 Grab and Go events for the unlimited access customers regarding the June Service Changes.

Planning Report

No update

General Manager

Elizabeth Presutti, General Manager welcomed Whitney Davidson the new Executive Coordinator and Commission Clerk at DART. Elizabeth gave an update on the DART Triennial review as it was just completed last week. Out of the 24 areas, we had findings in 2 areas. Procurement was the first area and we will need to add to our documentation. The second item is with satisfactory continuing control in the Center Street Park & Ride. The FTA would like DART to assume more oversight on that Park & Ride in terms of its maintenance and programs associated with it. Overall the review went well and we are pleased with the outcome. The formal letter will be provided within 30 days.

FUTURE AGENDA ITEMS

No discussion

COMMISSIONER ITEMS

Ms. Presutti discussed that we will need to nominate at least three members who will serve on the nominating committee for the various seats on the DART Commission per the bylaws. The members will be responsible for recommending the Chair, Vice Chair and Secretary Treasurer for next year. Steve Peterson, Skip Conkling and Gaye Johnson volunteered as members of the nominating committee and will be responsible for having a meeting, and bringing back a recommendation to the June Commission Meeting.

OTHER - Communications

Mr. Gentry, Attorney mentioned that there are four vacancies coming up after the end of June. The board of supervisors appointment, Commissioner Gaye Johnson's term is up at the end of June, along with three other commission seats. Letters will be going out to the involved city Mayors with copies to the City Managers and City Clerks. The mayors and councils will need to get together to make appointments for July 1.

Next Meeting

June 26, 2012 at 5:00pm

ADJOURNMENT

The meeting was adjourned at 5:48 p.m.

2012 Meeting Dates

Apr 24, May 22, Jun 26, Jul 31, no meeting in August
Sep 25, Oct 23, Nov 27, Dec 18

Chair

Secretary/Treasurer

Date