



DES MOINES AREA REGIONAL TRANSIT AUTHORITY COMMISSION MEETING MINUTES

620 Cherry Street – Des Moines, Iowa 50309
December 2, 2014



ROLL CALL

Commissioners Present: Skip Conkling, Angela Connolly, Tom Gayman, Chris Hensley,
Gaye Johnson, Bob Mahaffey, Joann Muldoon and Steve Peterson

Commissioner Absent: Steve Van Oort

Alternates Present:

CALL TO ORDER

The meeting was called to order by Vice Chair, Steve Peterson at 12:03 pm. Roll call was taken and a quorum was present.

Notice of the meeting was duly published.

APPROVAL OF AGENDA

Mr. Peterson called for approval of the December 2, 2014 meeting agenda.

It was moved by Ms. Hensley and seconded by Mr. Mahaffey to approve the December 2, 2014 Agenda. The motion carried unanimously.

PUBLIC COMMENT

John Tenikat of Des Moines addressed the Commission regarding energy star awarding for DART Central Station, fiscal conservancy and charging of the hybrid vehicles.

PUBLIC HEARING ON FARE POLICY DRAFT

Vice Chair, Steve Peterson asked for a motion to open the public hearing to discuss the DART Fare Policy DRAFT at 12:07pm. A motion by Mr. Mahaffey and second by Ms. Muldoon was made. The motion carried unanimously. Mr. Peterson asked for comments from the floor.

The following appeared regarding the Fare Policy DRAFT:

John Tenikat of Des Moines spoke against the mitigating factors as being temporary for Title VI compliance as a way to do away with paper transfers. He would like to see more ATM type options to purchase passes at, other than the Pass Sales Outlets. He also spoke about other transit agencies who offer free transportation in their system.

A motion by Ms. Hensley and second by Mr. Mahaffey that the Commission close the public hearing at 12:17pm. The motion carried unanimously.

TRANSIT RIDERS ADVISORY COMMITTEE

Greg Boeschen provided an update to the Commission on the last TRAC meeting from November:

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- Fare Policy DRAFT – Committee provided comments regarding the expiration date on the pass and the availability of where to purchase passes
- MyDART Text and Phone (IVR) applications – Committee provided feedback regarding visually impaired option for the bus stop signs
- Departing members and election of new officers
- Adopted meeting dates for next year

CONSENT ITEMS

8A – Commission Meeting Minutes – December 2, 2014

It was moved by Ms. Hensley and seconded by Mr. Conkling that the consent item be approved. Mr. Peterson passed. The motion carried.

ACTION ITEMS

9A – Fare Policy Equity Analysis

Gunnar Olson, Public Affairs Manager provided a presentation to the Commission on the Fare Policy Title VI Equity Analysis. A final vote on the policy will be brought to the Commission in January.

It was moved by Ms. Connolly and seconded by Ms. Hensley that the Commission approve the Fare Policy Equity Analysis. The motion carried unanimously.

The Vice Chair requested to move to item 10B to accommodate Mr. Bill Wimmer's schedule.

10B – DART State Lobbyist Update

Mr. Bill Wimmer DART's State Lobbyist provided an update to the Commission on current State Legislative priorities:

- Smart card privacy legislation was passed
- Bus Driver Assault Bill will be brought forward again this year
- BRT corridor for Ingersoll Avenue will also be brought forward again this year

9B – Van Donation Program Recommendation

Ms. Jennifer Long, RideShare Program Coordinator provided background on the recommendation of three (3) retired RideShare vehicles to Oakridge Neighborhood Services, Youth Emergency Services & Shelter (YESS) and Iowa Homeless Youth Cewnter partnering with Youth & Shelter Services in accordance with the Van Donation Program. Six applications were received and were evaluated by a panel of DART staff.

It was moved by Ms. Hensley and seconded by Ms. Connolly that the Commission approve the Van Donation Program Recommendation. The motion carried unanimously.

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9C – Federal Lobbying Services

Mr. Mike Tiedens, Procurement Manager provided background on the recommended extension for Federal Lobbying Services. Staff recommends approval of a contract extension with Federal Advocates, Inc. for Federal Lobbying Services for a six (6) month term through June 30, 2015. After the extension, DART will conduct a separate procurement project to contract with an agency for their federal lobbying service needs.

Ms. Hensley requested to have written reports provided to the Commission.

It was moved by Ms. Hensley and seconded by Mr. Mahaffey that the Commission approve the Federal Lobbying Services contract extension with Federal Advocates, Inc. for a six (6) month term through June 30, 2015. The motion carried unanimously.

9D – DART Investment Policy

Ms. Jamie Schug, Chief Financial Officer provided a review of the DART Investment Policy that was presented at the November 4th Commission meeting. DART legal staff has subsequently reviewed the draft policy. A quarterly report will be provided to the Commission on any returns.

It was moved by Mr. Conkling and seconded by Ms. Johnson that the Commission approve the DART Investment Policy. The motion carried unanimously.

9E – October 2014 Financials

Amber Dakan, Finance Manager provided a presentation on the October 2014 Financials. Fixed Route revenue ended the month 1.11% higher than budget projections and expenses are on target at 1.53% below budget projections year to date. Paratransit revenue is 3.2% lower than budget and operating expenses are currently 5.78% under forecasted levels. RideShare revenue is 16.3% below budget levels year to date with expenses 11.38% below budgetary expectations.

It was moved by Ms. Hensley and seconded by Ms. Johnson that the Commission approve the October FY2015 consolidated financial report. The motion carried unanimously.

DISCUSSION ITEMS

10A – FY 2016 Budget

Ms. Schug provided a presentation on the development of the FY 2016 Budget. Revenue assumptions account for commercial rollback decreasing to 90% and residential rollback increasing to 55.7%, a decrease of \$365,000 in federal funds for operating and no fare increase for RideShare. City Managers have been invited to a budget update on December 3rd, and elected officials and City Managers are invited to a stakeholder breakfast on December 10th.

Mr. Conkling requested that the formula for the tax levy rate be discussed and explained to the City Manager's at tomorrow's meeting.

10C – Mobility Manager Update

Ms. Ellye Kovner, Mobility Coordinator/Travel Trainer provided an update to the Commission since she started in the role in July 2014.

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- The Mobility Coordinator provides travel training to various groups throughout the region
- She recently provided training to refugees, English language learners, seniors and employees of DART's corporate partners
- Acts as a liaison and source of information on transportation alternatives that are available in the community

10D – October 2014 Performance Report

Ms. Presutti updated that ridership continues to increase. Fixed Route is up just shy of 3%.

Mr. Gayman and Mr. Conkling departed the meeting at 1:32pm.

MONTHLY REPORTS

10A – Operations Report

No update

10B – Marketing Report

Kirstin Baer-Harding, Marketing Director provided an update about the Food for Fares event on December 10th with a check presentation on December 17th. SMS is being tested this month and will be deployed in about a month.

10C – Planning Report

Jim Tishim, Planning Director, provided an update on the LINK route re-alignment for the Principal Financial Group employee move. The move date will occur on February 22nd with our next service change.

10D – Procurement

No update

10E – General Manager

Ms. Presutti updated that we received notice for our next Triennial review. The information is due to the FTA on December 22nd. The on-site review is currently scheduled for the second week in April.

FUTURE AGENDA ITEMS

No Update

COMMISSIONER ITEMS

No Update

OTHER – Communications

No Update

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NEXT MEETING

January 6, 2015 at 12:00pm

ADJOURNMENT

A motion by Ms. Muldoon and second by Mr. Mahaffey to adjourn the regular Commission Meeting was made at 1:43pm. The motion carried unanimously.

Future 2015 Meeting Dates

Jan 6, Feb 3, Mar, 3, Apr 7, May 5, Jun 2, Jul 7, Aug 4, Sept 1, Sept 29, Nov 3, Dec 1

Chair

Clerk

Date