

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

1100 DART Way – Des Moines, IA 50309

August 2, 2011

ROLL CALL

Commissioners Present: Bob Mahaffey, Gaye Johnson, Angela Connolly, Ted Boesen, Steve Peterson for Steve Brody, Steve Van Oort, Christine Hensley, Skip Conkling

Commissioners Absent: Steve Brody

Alternates Present: Steve Peterson

Staff Present: Elizabeth Presutti, General Manager; Tom Reynolds, Chief Operating Officer; Rebecca Lovig, RideShare Manager; Kelley Brady, Administrative Asst; Deb Meyer, Capital Grants Manager; Randy Ross, HR Director; Gunnar Olson, Public Information Officer; Jim Tishim, Planning Director; Chet Bor, Paratransit Director; P.J. Sass, Customer Service Manager; Nolden Gentry, Legal Counsel; Suzanne Robinson, Clerk to the Commission;

Others Present: Dana Conn, TMA; Dylan Mullenix and Zach Young, MPO; Rox Laird, Des Moines Register; Mark Trost, Trost Dev. Svcs.; Alexander Grgurich, TRAC; Greg Sparks, City Mgr West Des Moines; Madeline Allen and John Halsband, DART customers; Mike Kaiser, Greg Schmitt, Mike Drottz, , DART staff members

CALL TO ORDER

The meeting was called to order by Chair Angela Connolly at 4:01 p.m. Roll call was taken and a quorum was present.

Notice of the meeting was duly published.

APPROVAL OF MINUTES

Chair Connolly called for corrections to the June 27, 2011, Special meeting minutes. There being no comments on the minutes, it was moved by Mr. Conkling and seconded by Mr. Steve Van Oort that the minutes be approved. The minutes were approved as written.

Chair Connolly called for corrections to the June 28, 2011, regular meeting minutes. There being no comments on the minutes, it was moved by Ms. Hensley and seconded by Mr. Van Oort that the minutes be approved. The minutes were approved as written.

PUBLIC COMMENTS SECTION

None

TRAC UPDATE

Mr. Alexander Grgurich, Chair of the Transit Riders Advisory Committee, presented a summary of their meeting on July 13, 2011. He reported that the group received a trial run presentation of the DART Forward 2035 recommendations. He said that the discussion afterward centered on the Flex Route deviations, and remarked that it was a very good presentation.

CONSENT ITEMS

8-A – DART Signatory Authorization for Elizabeth Presutti, DART General Manager

8-B – Des Moines Area MPO and CIRTPA Staff Representation for DART

8-C – FY2013 ICAAP Grant Application Authorizing Resolution

8-D – RideShare Van Purchase

8-E – June 2011 Financial Reports

It was moved by Ms. Christine Hensley and seconded by Mr. Ted Boesen that the Consent Items be approved. The motion was approved unanimously.

ACTION ITEMS

Action Item 9A – DART Forward 2035 Plan Update and Alternatives Analysis Corridor Selection

General Manager Elizabeth Presutti summarized the current status of the Plan via a PowerPoint presentation (attached). She reminded the commission that presentations were made at nine public meetings, and 160 comment sheets were received and studied. She stated that the commission will be presented with the final plan for approval at its September 27 meeting.

Chair Connolly reminded the commissioners that they will be attending a workshop the morning of September 15th where they will be presented with the Final Report and recommendations for the plan. Ms. Presutti also announced that there will be a similar workshop for city managers/mayors on the afternoon of the same date. Ms. Hensley asked that commissioners be kept informed regarding meetings with various entities such as Katecho to discuss the recommendations. She also asked about the search for public art as part of the DART Central Station construction. Ms. Presutti said that both public art and new bus shelters were part of the project.

Ms. Presutti next introduced John Dobies, DART's consultant from TMD regarding the Bus Rapid Transit corridor selection process. Mr. Dobies gave a PowerPoint presentation explaining the Alternatives Analysis process as the next step in the Bus Rapid Transit project. He defined the term "Alternatives Analysis" stating that it was an "investment study" – an evaluation of costs and benefits. He said that the FTA's "Very Small Starts" program, which is for projects less than \$50 million and is targeted for Bus Rapid Transit projects, requires an Alternatives Analysis to be done in order to receive funding. Mr. Dobies said that after reviewing the study it was clear in this initial evaluation that the preferred corridor for a Bus Rapid Transit system Alternatives Analysis is the University/Ingersoll loop since it meets the most criteria for success. Ms. Presutti added that other potential corridors for Bus Rapid Transit are not being ignored, but that the University/Ingersoll loop will begin a process and its success will provide the impetus to add other corridors in the

future. Chair Connolly agreed that this recommendation should be approved by the commission so the process may begin. She stated that this was a long time coming, and that it's exciting to see the process beginning.

It was moved by Ms. Hensley and seconded by Mr. Van Oort that the Commission approve the selection of the Ingersoll/University Loop as DART's first corridor for further study as part of the FTA's Alternatives Analysis program.

The motion carried unanimously.

Action Item 9B – RideShare Program Fare Policy

Ms. Rebecca Lovig, RideShare Manager, reminded the Commissioners that they approved a new fare increase at the last commission meeting, and postponed the adoption of a new fare policy awaiting an addition to the policy of a contingency clause which takes into account the adoption of a fare increase in the event of previously unforeseen problems that might arise.

It was moved by Ms. Hensley and seconded by Ms. Johnson that the Commission approve the adoption of a fare policy to include a bi-annual fare increase not to exceed 5%, and that it can be adjusted at anytime to compensate for uncontrollable increases in operating costs.

The motion carried unanimously.

Action Item 9C – Des Moines Public School Contract

Ms. Presutti stated that this year's contract, which has already been approved by the Des Moines Public School Board, is a continuation of the fixed-price contract revised in 2007, which includes an Unlimited Access program for school employees and the 2,500 to 3,000 students that ride DART buses during the school year.

It was moved by Mr. Van Oort and seconded by Mr. Bob Mahaffey that the Commission approve a one-year extension to DART's Des Moines Public School Transportation Contract at a cost not to exceed \$657,732 for the 2011-2012 school year.

The motion carried unanimously.

DISCUSSION ITEMS

Discussion Item 10A – DART Central Station Update

Mr. Mark Trost, DART's Owner Representative for the DART Central Station project, gave his monthly summary to the Commission. He stated that the project is on schedule, with Weitz beginning work as soon as the abatement of the asbestos in the building that is being torn down has been completed. He said the fence is being constructed and utilities are being uncovered.

Chair Connolly asked about the reporting regarding change orders, and Ms. Presutti said that the Commission would only be asked for approval if the change orders were to go over the contract value, but that the Commission would get a list as a part of the bi-monthly report.

Discussion Item 10B – Quarterly Safety Report

DART’s Safety Manager, Mike Kaiser, reported that accidents were down 30% in the quarter compared to last year, and were also more minor in nature, exceeding the quarterly accident goal. Chair Connolly thanked him for an excellent report.

Discussion Item 10C – Performance Reports

Ms. Presutti said that ridership was down 7% due to service reductions. She said that complimentary comments were up, due in part to the many positive stories in the media, thanks to Public Information Officer Gunnar Olson’s hard work. Chair Connolly commented on the excellent article on Ms. Presutti that appeared in the newspaper.

MONTHLY REPORTS

Ms. Presutti asked Commissioners to take note of the legislative initiatives and letters to the DART congressional delegation that are attached to her monthly report. Mr. Skip Conkling asked about the role for DART’s lobbyist at the State Legislature, Bill Wimmer. Ms. Presutti answered that she has scheduled a meeting with Mr. Wimmer for the following week to begin work on the state legislative agenda.

COMMISSION ITEMS

Ms. Presutti asked those present to change the date of the November commission meeting from Tuesday November 22 (Thanksgiving week) to Tuesday the 29th of November because of potential absences due to vacations.

Ms. Presutti announced that it has been requested that DART Commission packets be disseminated electronically via e-mail, as is done by the MPO with their monthly meeting packet, in the future. The commission agreed with the change, which will begin with the packet for the September 27, 2011 DART Commission Meeting.

ADJOURNMENT

The meeting was adjourned at 4:45 p.m.

2011 Meeting Dates

Sep 27, Oct 25, Nov 29, Dec 20

2012 Meeting Dates

Jan 31, Feb 28, Mar 27, Apr 24, May 22, Jun 26, Jul 31, no meeting in August
Sep 25, Oct 23, Nov 27, Dec 18

Date: _____

Chair: _____

Secretary: _____