

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

**620 Cherry Street – Des Moines, IA 50309
May 7, 2013**

ROLL CALL

Commissioners Present: Steve Brody, Angela Connolly, Tom Gayman (arrived at 5:12pm), Christine Hensley (arrived at 5:08pm), Bob Mahaffey, Steve Van Oort

Commissioner Absent: Skip Conkling, Gaye Johnson

Alternates Present: Ruth Randleman

Staff Present: Elizabeth Presutti, General Manager; Jamie Schug, Chief Financial Officer; Gunnar Olson, Public Affairs Manager; Randy Ross, HR Director; PJ Sass, Customer Service Manager; Mark Burkman, Purchasing Manager; Amber Dakan, Staff Accountant; Kirstin Baer-Harding, Marketing Director; Mike Kaiser, Service Management Manager; Tony Filippini, Transit Planner; Georgia Parkey, Paratransit Operations Manager; Matt Pitstick, Facilities Manager; Randy McKern, Transportation Manager; Teresa Cashman, Scheduling Manager; Barb Edwards; Operations Supervisor; Matt Johnson, Operations Supervisor; Jennifer Long, RideShare Program Coordinator; Kyle McCann, Attorney, Brick Gentry, P.C.

Others Present: John Halsband, DART Customer; Barb Andersen, TMA/DCA; Clifford A. Leonard, Polk City Resident; Dan Rogers, Des Moines Resident; Bill Wimmer, Lobbyist

CALL TO ORDER

The meeting was called to order by Chair, Steve Van Oort at 5:04pm. Roll call was taken and a quorum was not present. Mr. Van Oort asked to move to the Discussion Items section of the agenda until a quorum was present. Discussion began with item 8B to allow time for Mr. Wimmer to arrive for presentation of item 8A.

Notice of the meeting was duly published.

DISCUSSION ITEMS

8B – Trip Planner Demo

Gunnar Olson, Public Affairs Manager provided a demonstration of the online Trip Planner.

Commissioner Hensley arrived at 5:08pm.

Commissioner Gayman arrived at 5:12pm.

The trip planner will be deployed in a BETA launch, and will be available for the public in 2-4 months. The Commission requested another demo when the trip planner is closer to completion.

APPROVAL OF AGENDA

Mr. Van Oort called for approval of the May 7, 2013 meeting agenda.

It was moved by Mr. Brody and seconded by Ms. Connolly to approve the May 7, 2013 Agenda. The motion carried unanimously.

PUBLIC COMMENT

No Comments

CONSENT ITEMS

6A – April 2, 2013 Minutes

6B – Des Moines Public Schools Contract

6C – Concrete Work at 1100 DART Way

6D – Rideshare Passenger Vans

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

Ms. Presutti mentioned that we have been working with the Des Moines Public Schools to possibly provide more service and may need to come back for approval by the Commission to amend the budget.

ACTION ITEMS

Action Item 7A – DART Public Participation Plan

Mr. Olson gave the Commission a presentation on the final version of the plan. The plan is due to FTA by June 1. The current plan expires on July 31.

It was moved by Ms. Hensley and seconded by Mr. Gayman that the Commission approve the DART Public Participation Plan. The motion carried unanimously.

Action Item 7B – 2013 DART Title VI Program Update

Tony Filippini, Transit Planner gave a presentation to the Commission on the Title VI Program Update.

It was moved by Mr. Mahaffey and seconded by Mr. Brody that the Commission approve the DART Title VI Program Update. The motion carried unanimously.

Action Item 7C – RideShare Program Fare Increase

Jennifer Long, RideShare Program Coordinator gave a presentation to the Commission on the RideShare Program Fare Increase. There is a 2% increase that is being proposed to go into effect July 1st, along with an increase in the rate for excess personal miles up to \$0.56/mile from \$0.50/mile to bring this up to the current IRS rate.

It was moved by Mr. Mahaffey and seconded by Ms. Hensley that the Commission approve the RideShare Program Fare Increase. The motion carried unanimously.

Action Item 7D – FY 2014 Service Recommendations

Mr. Olson, gave a presentation to the Commission on the FY2014 Service Recommendations. The changes will go into effect in August.

Service changes include:

- Adding night service on two east-side routes
- Expanding all night service later into the evening
- Expanding hours of operation on weekends to cover mall hours (until 9:30pm on Saturdays and 6:30pm on Sundays)

DART held six public meetings in April and conducted an online survey:

- 86 people attended the meetings
- 596 people completed the online survey
- Public feedback found widespread support for expanded hours of operation

It was moved by Ms. Hensley and seconded by Mr. Mahaffey that the Commission approve the FY 2014 Service Recommendations. The motion carried unanimously.

Mr. Van Oort moved to the State Legislative Update agenda item and asked to come back to Financials to accommodate Mr. Wimmer's schedule.

DISCUSSION ITEM

8A - State Legislative Update

Mr. Bill Wimmer, Lobbyist, provided the Commission a handout with the 2013 Bill Tracking and gave an update regarding current legislative priorities.

Mr. Wimmer went into further discussion on:

- **BRT** - We have the money in the RIFF Bill. The House and Senate need to work together to get to a number.
- **Driver Assault Bill** - This bill made it out of subcommittee; however was killed by leadership on the House side. We have to find a new approach. It's not that they don't think that we should protect bus drivers; they don't think that bus drivers are on the same list as first responders (i.e. firefighters, police officers) and the spontaneity of these types of incidents does not warrant the increase in penalty.
- **Property Tax/Reform Protection** - If there is going to be a property tax reform, we want to make sure that DART is protected. Property tax reform looks a little more optimistic over the last few days and has a better than 50/50 chance of passing.

Ms. Hensley asked to be provided contact information for individuals on the conference committee. Mr. Wimmer said he would be able to provide leadership cell phone numbers to Elizabeth.

- **IPTA** - The RIFF bill has \$5.5 million dollars in it for public transit.
- **Standings Bill** - Still has \$5 million for vehicle replacement and also has a multimodal piece in there. The \$2.5 million for BRT did not go in the Multimodal. It has been pulled out and put in a separate line item.

ACTION ITEM

Action Item 7E - March 2013 Financials

Ms. Jamie Schug, Chief Financial Officer gave a presentation to the Commission on the March Financials.

It was moved by Ms. Connolly and seconded by Mr. Mahaffey that the Commission approve the March 2013 Financials. The motion carried unanimously.

DISCUSSION ITEMS

8C – Quarterly Safety Report

Mr. Mike Kaiser, Service Management Manager, gave an update to the Commission. There has been an increase in vehicles into buses. We tend to see fewer accidents on worse weather days and an uptick when the weather clears up.

Mr. Brody departed the meeting at 6:08pm.

8D – DART Ridership Trends

Ms. Elizabeth Presutti, General Manager, provided a handout and gave an update on Ridership trends since the major route network overhaul and expansion in June and November. April saw an uptick in ridership. Some routes will need to be marketed a little heavier.

8E – March 2013 Performance Report

Ms. Presutti updated that we are seeing a significant jump in ridership in April. The preliminary numbers for Route 60 show that we carried about 12,000 addition rides for the month with the promotion. The D-Line is also trending up.

MONTHLY REPORTS

Operations Report

Mr. Kaiser introduced Barb Edwards, DART's new Service Management Supervisor.

Marketing Report

Kirstin Baer-Harding, Marketing Director introduced Jennifer Greiner, DART's new Marketing Coordinator.

Planning Report

No update

General Manager

Elizabeth Presutti, General Manager thanked Mr. Van Oort, Ms. Hensley and Ms. Connolly for their participation with the Polk County Housing Trust Fund Bus Tour on April 19th. The Architectural & Engineering RFQ is out on the street.

Ms. Hensley requested that staff prepare a letter to the City of Des Moines regarding the JD Byrider bench ads that are placed at a few DART Bus stops in the metro.

FUTURE AGENDA ITEMS

No update

COMMISSIONER ITEMS

11A – Nominating Committee Appointments

Mr. Van Oort, Chair asked that Ms. Connolly, Ms. Hensley and Mr. Conkling act as the committee to provide recommendations to the Commission for next fiscal year's appointments.

OTHER – Communications

Mr. Van Oort gave an update that there is a meeting scheduled tomorrow with Congressmen Bruce Braley at 1:45pm while in DC, and to please let him know if you are able to attend.

Ms. Presutti updated that DART is sponsoring the lunch on Thursday afternoon. The video that will be played at Thursday's lunch was presented to the Commission.

Next Meeting

June 4, 2013 at 5:00pm

ADJOURNMENT

The regular Commission Meeting was adjourned at 6:20pm. It was moved by Ms. Connolly and seconded by Ms. Randleman. The motion carried unanimously.

Future 2013 Meeting Dates

Jun 4, Jul 2, Aug 6, Sep 3, Oct 1, Nov 5, Dec 3

Chair

Clerk

Date